



**Purchasing Service Agreement  
CITY OF AUSTIN  
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 37  
AGENDA DATE: Thu 01/13/2005  
PAGE: 1 of 2**

**SUBJECT:** Authorize execution of a 12-month service agreement with VIC'S TIRE SERVICE, Austin, TX, for tire repair services in an amount not to exceed \$125,000, with three 12-month extension options in an amount not to exceed \$125,000 per extension option, for a total agreement amount not to exceed \$500,000.

**AMOUNT & SOURCE OF FUNDING:** Funding in the amount of \$93,750 is available in Fiscal Year 2004-2005 Approved Operating Budget of the Financial and Administrative Services Department, Fleet Fund. Funding for the remaining three months of the original contract period and extension options is contingent upon available funding in future budgets.

**FISCAL NOTE:** There is no unanticipated fiscal impact. A fiscal note is not required.

<b>REQUESTING</b> Purchasing	<b>DIRECTOR'S</b>
<b>DEPARTMENT:</b> for Financial and	<b>AUTHORIZATION:</b> <u>Vickie Schubert</u>
Administrative Services -	
Fleet Services;	

**FOR MORE INFORMATION CONTACT:** Sydney Ceder, Buyer II/(512) 974-2035

**PRIOR COUNCIL ACTION:** N/A

**BOARD AND COMMISSION ACTION:** N/A

**PURCHASING:** Lowest bid of two bids received.

**MBE / WBE:** This contract will be awarded in compliance with Chapter 2-9 of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified, therefore, no goals were established for this solicitation.

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This service agreement is for vehicle and equipment tire repair services and repair supplies for the City's Fleet Services Division. Tire repair services and repair supplies will be provided by the vendor on an as-needed basis and will include emergency and non-emergency field services, as well as services performed at City locations. These services are necessary to return all types of disabled City vehicles and equipment to service in the event of tire failure.

The vendor will provide mobile service 24 hours a day, seven days a week to allow for immediate tire repair services. The vendor will inventory a small bank of City owned tires on the vendor's premises for use on City vehicles during non-regular hours, weekends, holidays or when a replacement tire is not readily available from the City in order to complete a tire service job. This contract is intended to supplement Fleet Services' tire service operations in order to increase responsiveness to City departments.

MBE/WBE Solicited: 2/0

MBE/WBE Bid: 0/0



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**BID TABULATION  
TIRE REPAIR SERVICES & SUPPLIES  
(Estimated Annual Expenditures \$125,000)  
IFB No. SC05300004**

**Vendor  
Vic's Tire Service  
Austin, Texas**

**Total of 44 Line Items – Includes  
Tire Repair Service Rates and Supplies  
\$ 974.50**

Southern Tire Mart  
Austin, Texas

\$1,124.50

NOTE: A complete bid tabulation is available from the Purchasing Office. The repair service rates and supplies were evaluated on historical expenditures of tire repair services.

**PRICE ANALYSIS**

- a. Adequate competition.
- b. Twenty notices were sent including two MBEs. There were no WBEs identified for these types of services. Four bids were issued and two bids were received. The MBEs did not respond.
- c. The current unit pricing represents an approximate average increase of 2% compared to the contract awarded in December 2002.

**APPROVAL JUSTIFICATION**

- a. Low bidder.
- b. Fleet Services Division of the Finance and Administrative Services Department concurs with recommended award.
- c. Advertised in the Austin American-Statesman and the Internet.