



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

**AGENDA ITEM NO.: 21  
AGENDA DATE: Thu 06/10/2004  
PAGE: 1 of 2**

**SUBJECT:** Authorize execution of a 12-month supply agreement with LEIF JOHNSON FORD, Austin, TX, for the purchase of repair parts for Ford cars and light trucks in an amount not to exceed \$300,000, with three 12-month extension options in an amount not to exceed \$300,000 per extension option, for a total agreement amount not to exceed \$1,200,000.

**AMOUNT & SOURCE OF FUNDING:** Funding in the amount of \$75,000 is available in the Fiscal Year 2003-2004 Approved Operating Budget for the Fleet Maintenance Fund of the Finance and Administrative Services Department. Funding for the remaining nine 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:** Stephen T. Aden, Supervising Senior Buyer, 974-2021.

**PRIOR COUNCIL ACTION:** N/A

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

**PURCHASING:** Only bid 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 supply agreement is for repair parts for the City's fleet of Ford cars and light trucks. These parts are supplied by an authorized dealer for the manufacturer. These parts will be purchased on an as needed basis for general routine and preventative maintenance repairs. This contract is necessary to provide the automotive and equipment fleet service centers with a reliable and continuous source of supply for the parts.

MBE/WBE solicited: 0/0

MBE/WBE bid: 0/0



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**BID TABULATION  
REPAIR PARTS FOR FORD CARS AND LIGHT TRUCKS  
IFB No. SA04100038  
(Estimated Annual Expenditures \$300,000)**

**VENDOR**

**Total Price of a Sample of 9 Most  
Commonly Used Ford Parts (9.9% added to Dealers List Price)**

**Leif Johnson Ford  
Austin, Texas**

**\$713.22**

**PRICE ANALYSIS**

- a. Only bidder. Leif Johnson Ford has held this contract since 1998. This is the second bid issued for these parts and all local Ford dealers were on the bidders list. Leif Johnson is the only Ford dealership that has expressed interest in bidding.
- b. Eleven solicitations were issued. There are no MBE/WBE firms listed under this commodity. One bid was received.
- c. The current pricing represents an approximate .1% decrease from the last award made in May 1999.

**APPROVAL JUSTIFICATION**

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