

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: General Services

AGENDA DATE: January 8, 2013

CONTACT PERSON/PHONE: Stuart Ed, General Services Director, 621-6822
Bruce D. Collins, Purchasing Manager, 541-4313

DISTRICT (S) AFFECTED: ALL

SUBJECT:

Approve a two (2) year extension of contract 2010-135 – Wheel and Axle Alignment and Suspension Parts and Service, awarded to Stanley Spring and Suspension, El Paso in the amount of \$100,000.

BACKGROUND / DISCUSSION:

The General Services - Fleet Division is recommending the extension award of the above contract. The city currently owns a large number of heavy vehicles and equipment that require wheel and axle alignment and suspension service. The approval of this extension would allow for the continual maintenance and upkeep of these vehicles which allows for consistent, safe and efficient operation of these vehicles while maintaining maximum reliability. Local business is being supported.

PRIOR COUNCIL ACTION:

Yes. Council previously approved contract 2010-135 on July 13, 2010, item 8A.

SELECTION SUMMARY:

Exercising this option would meet the following threshold considerations (i) funds available; (ii) requirement fills an existing need; (iii) informal analysis of price indicates the option price is better than available market prices or the most advantageous current offer, and (iv) Vendor's performance meets or exceeds a "7-8" performance rating. Based upon our evaluation of above factors, Purchasing Division recommends exercising the available option.

AMOUNT AND SOURCE OF FUNDING:

Department: General Services
Amount \$100,000.00
Funds Available: Dept: 231 Div: 37020 Acct: 531210 Fund: 3600 Program: P3711
Dept: 231 Div: 37020 Acct: 531250 Fund: 3600 Program: P3701
Funds Source: Supply Support Fund – Inventory Purchase Materials & Supplies
Supply Support Fund – Equipment Outside Repair Services

BOARD / COMMISSION ACTION:

N/A

*****AUTHORIZATION*****

DEPARTMENT HEAD:

Stuart Ed, General Services Director

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To: Financial Services – Purchasing Division
From: René Barraza, Business & Financial Manager, 
Subject: Seven (7) Factor Option Memo
Date: December 19, 2012
Re: 2010-135 – Wheel and Axle Alignment and Suspension Parts and Service

Authorized Signature

The General Services Department recommends authorizing the Option to Extend 2010-135 – Wheel and Axle Alignment and Suspension Parts and Service for 2 years for the purchase of wheel and axle alignment and suspension parts and services to be used on heavy duty trucks and equipment. Exercising this option would meet the following threshold considerations:

1. Are funds available for this Option to Extend?

Yes

2. Is the Requirement covered by this option fill an existing need of the City?

Yes

3. Is the option price better than current available market price?

Yes, see item #4

4. Is the time between award of the contract and exercising the option so short that the market indicates the option is the lowest price obtainable through competition or most advantageous offer?

The current vendor has been providing the best value service to the City since being awarded Contract No. 2010-135. Pricing has remained the same since the contract was initiated and is consistent or better than current market prices.

5. Is the attached Vendor Performance form show the vendors' performance to be "7-8" or higher?

Yes. The vendor received an overall "Excellent" performance rating, which is higher than a 7-8.

6. Is the vendor currently under debarred status as per Excluded Parties List System (EPLS) at www.epls.gov/?

No

7. Is the proposed vendor indebted to the City for any amount as documented through the City's Indebtedness Verification Form?

No

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John F. Cook

City Council

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District 2
Susie Byrd

District 3
Emma Acosta

District 4
Carl L. Robinson

District 5
Dr. Michiel R. Noe

District 6
Eddie Holguin Jr.

District 7
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City Manager
Joyce A. Wilson



FINANCIAL SERVICES – PURCHASING DIVISION
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**COUNCIL PROJECT FORM
(CONTRACT EXTENSION)**

*****POSTING LANGUAGE BELOW*****

Please place the following item on the **CONSENT** agenda (under **PURCHASING REQUESTS, ETC.**) for the Council Meeting of **JANUARY 8, 2013**.

Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to exercise the City's option to extend current Contract 2010-135 Wheel and Axle Alignment and Suspension Parts and Service with Stanley Spring and Suspension for two (2) additional years pursuant to the provisions of an award approved by the City Council on July 13, 2010. The extended contract period will be from July 13, 2013 to July 12, 2015.

Department:	General Services
Award to:	Stanley Spring and Suspension El Paso, TX (Corporate Office)
Option:	One [of One]
Annual Estimated Amount:	\$50,000.00
Total Estimated Amount:	\$100,000.00 (2 years)
Account No.:	Dept. #231 – Div #37020 – Acct #531210 – Fund #3600 – Program #P3711 Dept. #231 – Div #37020 – Acct #531250 – Fund #3600 – Program #P3701
Funding Source:	Supply Support Fund – Inventory Purchase Materials &Supplies Supply Support Fund – Equipment Outside Repair Services
District(s):	All

This is a low bid, supplies contract.

*****ADDITIONAL INFO BELOW*****

MOTION
JULY 13, 2010

Motion made, seconded, and unanimously carried to **APPROVE** the award of Solicitation No. 2010-135 (Wheel and Axle Alignment and Suspension Parts and Service) to Dalton Brake and Wheel and Stanley Spring and Suspension for a total estimated award of \$255,000.

Department:	General Services – Fleet Division
Award to: Vendor 1:	Dalton Brake and Wheel El Paso, TX
Item(s):	Part A, Group I Part B, Group I
Option:	1 Year
Annual Estimated Amount:	\$35,000
Award to: Vendor 2:	Stanley Spring and Suspension El Paso, TX
Item(s):	Part A, Group II Part B, Group II
Option:	2 Years
Annual Estimated Amount:	\$50,000
Funding Source:	Internal Service Fund
Total Estimated Award:	\$255,000 (3 Years)

This is a thirty-six (36) month requirements type contract.

The cost under this requirements contract is only an estimated minimum value. The actual cost of this contract may be higher or lower than the total estimated minimum value and will be the sum total at the end of the contract term, so long as increased funds are appropriated in the budget.

The Departments of Financial Services, Purchasing Division, and General Services – Fleet Division recommend award as indicated to the lowest responsive, responsible bidder.

Richarda Duffy Momsen, City Clerk