

CITY OF EL PASO, TEXAS
REQUEST FOR COUNCIL ACTION (RCA)

DEPARTMENT: General Services Department

AGENDA DATE: TBD by Financial Services February 13, 2007

CONTACT PERSON/PHONE: Jeff Belles, 621-6821 , Terry Freiburg , 541-4313

DISTRICT (S) AFFECTED: All

SUBJECT:

APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

Award contract 2007-061 for Automatic Transmission Fluid as follows:

Item 1A and 1B, to Stewart and Stevenson LLC of EL Paso Texas. Estimated annual usage is \$50,000.

Item 2A, 3A, 4A and 5A to Big Bear Oil Co. of El Paso Texas. Estimated annual usage is \$50,000.

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

See attached bid tabulations and score sheets. Both vendors were the lowest responsive bidders meeting specifications for their respective items. They have been reliable and dependable partners with the City on past contracts. PFC Lubricants did not meet specs because of the delivery times.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

Yes.

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

45202-37370510-503121, General Services Department, Fleet Services Internal Service Fund

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD: Jeffrey A Belles, 01/31/2007



(Example: if RCA is initiated by Purchasing, client department should sign also)
Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____

DATE: _____

PROJECT FORM

DATE: February 1, 2007

PROJECT: Automatic Transmission Fluid

NO:2007-061

DEPARTMENT: General Services-Fleet Division

BUDGET NO:37370510-503121-45202

FUNDING SOURCE: General Services-Fleet Division Internal Service Fund

REPRESENTATIVE DISTRICT(S): All

RECOMMENDATION: 1) Vendor : Big Bear Oil Company, Inc.
El Paso, Texas
Item(s): #2A, 3A, 4A, & 5A
Annual Estimated Amount: \$ 50,000.00

RECOMMENDATION: 2) Vendor : Stewart & Stevenson, LLC
El Paso, Texas
Item(s): #1A & 1B
Annual Estimated Amount: \$ 50,000.00

This is a requirements type contract with an initial term of thirty six (36) months.

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

Vendor , PFC Lubricants was considered non responsive as their delivery date was later than the City's required delivery.

Items 2B,3B, 4B & 5B are not being awarded as there were no bids for these items.

Vendor # 1 offers the City a prompt payment discount of 1% 10 days.

BIDS SOLICITED- 19 (12 local)
BIDS RECEIVED- 05
"NO BID" RECEIVED 00

CURRENT TAXES PAID-
OUT-OF-TOWN-

TOTAL ESTIMATED RECOMMENDED AWARD:\$ 300,000.00

COUNCIL APPROVED [] REJECTED [] MUNICIPAL CLERK _____

APPROVED:
Terrence Freiburg
Purchasing Manager

COUNCIL MEETING DATE: February 13, 2007

DELIVERY OR TIME OF PERFORMANCE INSTRUCTIONS

CITY'S REQUIRED DELIVERY OR TIME OF PERFORMANCE:

Performance is expected within **Twenty-four [24]** hours after receipt of a verbal order from an authorized City employee.

Bidder's promised delivery: on or before 48 hours after receipt of a verbal order.

NOTE: If bidder does not specify an earlier delivery, the City's required delivery shall prevail. A delivery date later than the City's required delivery may be cause for the rejection of the bid. Earlier delivery is not an award factor.

DELIVERY LOCATION

FOB INSTALLED, AS SPECIFIED ON PURCHASE ORDER.

BIDDER'S [COMPANY] NAME: PFC Lubricants

SECTION F

EVALUATION FACTORS FOR AWARD

1. All offers are subject to the terms and conditions of this solicitation. Material exceptions to the terms and conditions, or failure to meet the City's minimum specifications, shall render the offer non-responsive to the solicitation.
2. Any award made under this solicitation shall be made to the lowest responsive, responsible bidder, price and other factors considered.
3. Award may be made by line item, by groups of items, or one award for all items, which ever is ***most advantageous*** to the City.
4. Prompt payment discounts will be considered when determining the apparent lowest bidder, providing the City is allowed at least ten (10) days in which to take advantage of the discount.

CITY OF EL PASO BID TABULATION

BID ITEM: AUTOMATIC TRANSMISSION FLUID			BID # 2007-061			
BID DATE: DECEMBER 20, 2006			DEPARTMENT: GENERAL SERVICES			
			BIG BEAR OIL CO., INC. EL PASO, TX	BIG BEAR OIL CO., INC. EL PASO, TX (ALTERNATE BID)	BIG BEAR OIL CO., INC. EL PASO, TX (ALTERNATE BID)	CHEMSEARCH, A DIV. OF NCH CORP. IRVING, TX
ITEM	UNIT	DESCRIPTION	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE
1A.	55 GALLON DRUM	TRANSYND OIL	\$1,423.62	\$1,811.25	\$2,039.81	NO BID
1B.	QUARTS	TRANSYND OIL	NO BID	NO BID	NO BID	NO BID
MANUFACTURER BRAND			CITGO QUARTRASYN	TRANSGARD	DELVAC SYNTHETIC ATF	
2A.	55 GALLON DRUM	ATF+4	\$660.41	\$775.24	NO BID	NO BID
2B.	QUARTS	ATF+4	NO BID	\$45.75	NO BID	NO BID
MANUFACTURER BRAND			WARREN ATF +4 (COASTAL)	CITGO TRANSGARD ATF +4		
3A.	55 GALLON DRUM	MERCON V	\$532.56	\$621.59	\$603.24	(SHIPPING NOT INCLUDED) \$37.28 /GAL
3B.	QUARTS	MERCON V	NO BID	\$36.83	NO BID	NO BID
MANUFACTURER BRAND			WARREN MERCON V (COASTAL)	CITGO TRANSGARD AFT, MERCON V	WRIGHT MERCON V	
4A.	55 GALLON DRUM	DEXRON VI	\$696.84	NO BID	NO BID	NO BID
4B.	QUARTS	DEXRON VI	NO BID	NO BID	NO BID	NO BID
MANUFACTURER BRAND			WARREN MERCON VI			

APPROVED BY: Jesus M. Juarez
 DATE: 12/29/06

CITY OF EL PASO BID TABULATION

BID ITEM: AUTOMATIC TRANSMISSION FLUID			BID # 2007-061			
BID DATE: DECEMBER 20, 2006			DEPARTMENT: GENERAL SERVICES			
			BIG BEAR OIL CO., INC. EL PASO, TX	BIG BEAR OIL CO., INC. EL PASO, TX (ALTERNATE BID)	BIG BEAR OIL CO., INC. EL PASO, TX (ALTERNATE BID)	CHEMSEARCH, A DIV. OF NCH CORP. IRVING, TX
ITEM	UNIT	DESCRIPTION	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE
5A.	55 GALLON DRUM	SYNPRO ATF	\$532.56	NO BID	\$1,211.87	NO BID
5B.	QUARTS	SYNPRO ATF	NO BID	NO BID	\$34.35	NO BID
MANUFACTURER BRAND			WARREB SYNTHETIC BLEND ATF (COASTAL)		MOBILE I SYNTHETIC ATF	
MANUFACTURER'S PRICE LIST IDENTIFICATION:						
ITEM	DESCRIPTION		% DISCOUNT OFF RETAIL PRICE	% DISCOUNT OFF RETAIL PRICE	% DISCOUNT OFF RETAIN PRICE	% DISCOUNT OFF RETAIN PRICE
1.	MANUFACTURER		NONE LISTED	NONE LISTED	NONE LISTED	4435 CHEMSEARCH
	PRICE LIST FORM NUMBER AND/OR DATE					M/M TRANS VATF 09/06
2.	MANUFACTURER					
	PRICE LIST FORM NUMBER AND/OR DATE					
3.	MANUFACTURER					
	PRICE LIST FORM NUMBER AND/OR DATE					
4.	MANUFACTURER					
	PRICE LIST FORM NUMBER AND/OR DATE					
5.	MANUFACTURER					
	PRICE LIST FORM NUMBER AND/OR DATE					

APPROVED BY: *Jesus M. Juarez*
 DATE: 12/29/06

CITY OF EL PASO BID TABULATION

BID ITEM: AUTOMATIC TRANSMISSION FLUID BID DATE: DECEMBER 20, 2006	BID # 2007-061 DEPARTMENT: GENERAL SERVICES			
	BIG BEAR OIL CO., INC. EL PASO, TX	BIG BEAR OIL CO., INC. EL PASO, TX (ALTERNATE BID)	BIG BEAR OIL CO., INC. EL PASO, TX (ALTERNATE BID)	CHEMSEARCH, A DIV. OF NCH CORP. IRVING, TX
THE CITY AT ITS SOLE DISCRETION MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS. BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR: ONE ADDITIONAL YEAR AT THE SAME UNIT PRICES, IF THE OPTION IS EXERCISED WITHIN: TWO ADDITIONAL YEARS AT THE SAME UNIT PRICES, IF THE OPTION IS EXERCISED WITHIN: A. ONE YEAR FROM DATE OF AWARD OF THE CONTRACT. B. TWO YEARS FROM DATE OF AWARD OF THE CONTRACT. C. NO OPTION OFFERED.	NONE STATED <input type="checkbox"/> <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> <input type="checkbox"/>	NONE STATED <input type="checkbox"/> <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> <input type="checkbox"/>	NONE STATED <input type="checkbox"/> <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> <input type="checkbox"/>
PAYMENT TERMS: BIDDER'S PROMISED DELIVERY:	1% - 10 DAYS NET - 30 DAYS 24 HOURS	1 - 10 DAYS NET - 30 DAYS 24 HOURS	1 - 10 DAYS NET - 30 DAYS 24 HOURS	NET - 30 DAYS 5 - 7 DAYS
IF BIDDER DOES NOT SPECIFY AN EARLIER DELIVERY, THE CITY'S REQUIRED DELIVERY SHALL PREVAIL. A DELIVERY DATE LATER THAN THE CITY'S REQUIRED DELIVERY MAY BE CAUSE FOR THE REJECTION OF THE BID.				

APPROVED BY: Jesus M. Juarez
 DATE: 12/29/06

CITY OF EL PASO BID TABULATION

BID ITEM: AUTOMATIC TRANSMISSION FLUID			BID # 2007-061		
BID DATE: DECEMBER 20, 2006			DEPARTMENT: GENERAL SERVICES		
			PFC LUBRICANTS EL PASO, TX	STEWART AND STEVENSON, LLC EL PASO, TX	
ITEM	UNIT	DESCRIPTION	UNIT PRICE	UNIT PRICE	UNIT PRICE
1A.	55 GALLON DRUM	TRANSYND OIL	(\$14.42 x 55 = \$793.10) \$14.42 /GAL	\$1,481.15	
1B.	QUARTS	TRANSYND OIL	(\$14.50 ÷ 4 = \$3.62) \$14.50 /GAL	\$8.05	
MANUFACTURER BRAND			EXXON MOBIL	ALLISON	
2A.	55 GALLON DRUM	ATF+4	NO BID	NO BID	
2B.	QUARTS	ATF+4	NO BID	NO BID	
MANUFACTURER BRAND					
3A.	55 GALLON DRUM	MERCON V	(\$14.42 X 55 = \$793.10) \$14.42 /GAL	NO BID	
3B.	QUARTS	MERCON V	(\$14.50 ÷ 4 = \$3.62) \$14.50 /GA;	NO BID	
MANUFACTURER BRAND			EXXON MOBIL		
4A.	55 GALLON DRUM	DEXRON VI	NO BID	NO BID	
4B.	QUARTS	DEXRON VI	NO BID	NO BID	
MANUFACTURER BRAND					

APPROVED BY: _____

DATE: _____

CITY OF EL PASO BID TABULATION

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ITEM	UNIT	DESCRIPTION	UNIT PRICE	UNIT PRICE	UNIT PRICE	
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5B.	QUARTS	SYNPRO ATF	(\$14.50 ÷ 4 = \$3.62) \$14.50 /GAL	NO BID		
MANUFACTURER BRAND			EXXON MOBIL			
MANUFACTURER'S PRICE LIST IDENTIFICATION:						
ITEM	DESCRIPTION		% DISCOUNT OFF RETAIL PRICE	% DISCOUNT OFF RETAIL PRICE	% DISCOUNT OFF RETAIN PRICE	% DISCOUNT OFF RETAIN PRICE
1.	MANUFACTURER		EXXON MOBIL	ALLISON TRANSMISSION		
	PRICE LIST FORM NUMBER AND/OR DATE		STANDARD DISTRIBUTOR PRICING EFFEC: 11/1/06	COMPUTER PRICE TAPE N/A		
2.	MANUFACTURER					
	PRICE LIST FORM NUMBER AND/OR DATE					
3.	MANUFACTURER					
	PRICE LIST FORM NUMBER AND/OR DATE					
4.	MANUFACTURER					
	PRICE LIST FORM NUMBER AND/OR DATE					
5.	MANUFACTURER					
	PRICE LIST FORM NUMBER AND/OR DATE					

APPROVED BY: _____

DATE: _____

CITY OF EL PASO BID TABULATION

BID ITEM: AUTOMATIC TRANSMISSION FLUID BID DATE: DECEMBER 20, 2006	BID # 2007-061 DEPARTMENT: GENERAL SERVICES			
	PFC LUBRICANTS EL PASO, TX	STEWART AND STEVENSON, LLC EL PASO, TX		
<p>THE CITY AT ITS SOLE DISCRETION MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS.</p> <p>BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:</p> <p>ONE ADDITIONAL YEAR AT THE SAME UNIT PRICES, IF THE OPTION IS EXERCISED WITHIN:</p> <p>TWO ADDITIONAL YEARS AT THE SAME UNIT PRICES, IF THE OPTION IS EXERCISED WITHIN:</p> <p>A. ONE YEAR FROM DATE OF AWARD OF THE CONTRACT.</p> <p>B. TWO YEARS FROM DATE OF AWARD OF THE CONTRACT.</p> <p>C. NO OPTION OFFERED.</p>	<input type="checkbox"/> <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input checked="" type="checkbox"/> (90 DAYS) YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> <input type="checkbox"/>
PAYMENT TERMS: BIDDER'S PROMISED DELIVERY:	NET - 30 DAYS 48 HOURS	NET - 30 DAYS 5 HOURS		
IF BIDDER DOES NOT SPECIFY AN EARLIER DELIVERY, THE CITY'S REQUIRED DELIVERY SHALL PREVAIL. A DELIVERY DATE LATER THAN THE CITY'S REQUIRED DELIVERY MAY BE CAUSE FOR THE REJECTION OF THE BID.				
BIDS SOLICITED: 19		BIDS RECEIVED: 5		BIDS LOCAL: 12
				NO BIDS: 0

APPROVED BY: *Jesus M. Juarez*
 DATE: 12/27/06

ATTN: JOE GURROLA
BIG BEAR OIL OF TEXAS
1025 WALL RD
EL PASO, TX 79915

ATTN: SAMMY CUETO
BREWER OIL CO
105 S COMPRESS RD
LAS CRUCES, NM 88005

ATTN: JIM SINGLETON
C & R DISTRIBUTING INC
8528 ALAMEDA AVE
EL PASO, TX 79907

ATTN: TERRY JACKSON
CANYON STATE OIL INC
2131 E MISSOURI AVE
EL PASO, TX 79903

ATTN: K R VALDEZ
CHEVRON USA INC
6550 GATEWAY EAST BLVD
EL PASO, TX 79905

DESERT WEST MARKETING
1013 WALL RD
EL PASO, TX 79915

ATTN: CARLOS JUAREZ JR
SHELL
4157 RIO BRAVO ST
EL PASO, TX 79912

FABENS OIL COMPANY
PO BOX 577
FABENS, TX 79836

I B T INC.
ATTN: STEVE NAVARRO
6915 INDUSTRIAL AVENUE
EL PASO, TX 79915

MESA OIL INC
7239 BRADBURN ST
WESTMINSTER, CO 80030

HENRY MENDOZA SALES CO
SOUTHWESTERN INDUSTRIAL
PO BOX 221783
EL PASO, TX 79913

ATTN: RUBEN PINON
CARQUEST AUTO PARTS
11220 ROJAS SUITE C6, C7, C8
EL PASO, TX 79935

ATTN: WALT MCCAULEY
TRANSMOUNTAIN OIL CO
PO BOX 10093
EL PASO, TX 79995-0093

WOOD OIL DISTRIBUTING
PO BOX 711
ODESSA, TX 79760

ATTN: LAINIE AYERS
CHEVRON LUBRICANTS
9401 WILLIAMSBURG PL STE 201
LOUISVILLE, KY 40222

ADOLFO MOLINAR
10 JOE TURNER
EL PASO, TX 79915

ATTN: SHANNON NOBLE
MIDWEST INDUSTRIAL SUPPLY, INC.
P.O. BOX 8431
CANTON, OH 44711

WESCO DISTRIBUTION
ATTN: TONY SANTA CRUZ
6510A GATEWAY EAST BLVD.
EL PASO, TX 79905

CHEMSEARCH, A DIV. OF NCH CORP
P. O. BOX 152170
IRVING, TEXAS 75015-2170