

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

DEPARTMENT: Fire Department

AGENDA DATE: February 28, 2012

CONTACT PERSON/PHONE: Jay Willey, Logistics Captain, 771-1071
Bruce D. Collins, Purchasing Manager, (915) 541-4308

DISTRICT (S) AFFECTED: ALL

SUBJECT:

Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to exercise the City's option to extend current Contract 2009-087 Allison Proprietary Parts & Services for one additional year. The extended contract period will be from March 17, 2012 to March 16, 2013.

BACKGROUND / DISCUSSION:

Contract 2009-087 was awarded on March 17, 2009 to Stewart and Stevenson, LLC for an estimated total of \$360,000 for parts and services over the course of thirty six months. An annual estimated total of \$100,000 for parts and \$20,000 for service is expected. The bidding contract offers an option for a one year extension at the same unit price. The El Paso Fire Department is requesting the approval of this option as the current fleet has approximately 65 units that are equipped with Allison transmissions.

SELECTION SUMMARY:

Exercising this option would meet the following threshold considerations (i) funds are available; (ii) requirement fills an existing City need; (iii) informal analysis of price indicates the option price is better than available market prices or the most advantageous offer due to pricing be held at 2009 price point, and; (iv) a net discount off of a retailer catalogue listing was awarded for this price list bid. Based upon our evaluation of above factors Purchasing Division recommends exercising the available option.

PRIOR COUNCIL ACTION:

Yes, Council awarded Contract 2009-087 on March 17, 2009, Item 9.

AMOUNT AND SOURCE OF FUNDING:

Department: Fire Department
Amount: \$120,000.00 (\$100,000 (Parts) and \$20,000 (Service))
Funds Available: 22010320-503118-01101 and 22010320-502228-01101
Funds Source: General Fund – Vehicle Maintenance Supplies and Vehicle Maintenance Contracts

BOARD / COMMISSION ACTION:

N/A

*****AUTHORIZATION*****

DEPARTMENT HEAD:

Manuel Chavira, Assistant Fire Chief

**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 **FEBRUARY 28, 2012.**

Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to exercise the City's option to extend current Contract 2009-087 Allison Proprietary Parts & Services with Stewart and Stevenson, LLC for one (1) additional year pursuant to the provisions of an award approved by the City Council on March 17, 2009. The extended contract period will be from March 17, 2012 to March 16, 2013.

Department: Fire Department
Award to: Stewart and Stevenson, LLC
El Paso, TX
Option: One [of One]
Annual Estimated Amount: \$120,000.00 (\$100,000 (Parts) and \$20,000 (Service))
Total Estimated Amount: \$120,000.00 (1 year)
Account No.: 22010320-503118-01101 and,
22010320-502228-01101
Funding Source: General Fund – Vehicle Maintenance Supplies and Vehicle Maintenance
Contracts
District(s): All

This is a low bid requirements type contract.

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

**MOTION
MARCH 17, 2009**

Motion made, seconded, and unanimously carried to **AWARD** Solicitation No. 2009-087 [Allison Proprietary Parts and Service (Re-Bid)] to Stewart and Stevenson, LLC, for a total estimated award of \$360,000.

Department:	Fire
Award to:	Stewart and Stevenson, LLC El Paso, TX
Items:	Part I (Parts) and Part II (Service)
Option:	One year
Annual Estimated Amount:	\$100,000 (Parts) and \$20,000 (Service)
Account No.:	22010320 – 502228 – 01101
Funding Source:	General Fund
Total Estimated Award:	\$360,000

This is a low bid, price-list contract.

This is a thirty-six month requirements type contract for Allison Proprietary Parts and Service (re-bid).

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 Fire recommend award as indicated to the lowest responsive, responsible bidder.

Richarda Duffy Momsen, City Clerk