

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

DEPARTMENT: General Services – Facilities Division

AGENDA DATE: 04/20/10

CONTACT PERSON NAME AND PHONE NUMBER: Stuart Ed, Director, General Service, (915) 621-6822
Carmen Arrieta-Candelaria CFO, 541-4293

DISTRICT(S) AFFECTED:

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.

Approve the award of solicitation 2010-022 to Tennant Sales and Service Co. as the sole bidder for Tennant Proprietary Parts. Estimated expenditures are \$255,000 over the three (3) year term of the contract.

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?

The city currently owns a total of 16 sweepers which are used for cleaning City streets and surfaces. The approval of this contract would allow the purchase of Tennant parts insuring vehicle maintenance, upkeep and consistent availability which allows for the enhancement of City Streets and surfaces.

The General Services and Financial Services Departments recommend that Equipment Southwest, Inc. be deemed a non-responsive bidder as a result of submitting an incomplete price list and therefore not meeting the bid specifications.

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?

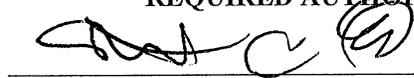
37370510-503121-45202-37000 - General Services Dept, Internal Service Fund

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

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

DEPARTMENT HEAD:



(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

PROJECT FORM

DATE: April 5, 2010

PROJECT: Tennant Proprietary Parts *Et*
SOLICITATION NO: 2010-022
DEPARTMENT: General Services
FUNDING SOURCE: Internal Service Fund
REPRESENTATIVE DISTRICT(S): All

RECOMMENDATION: Vendor: Tennant Sales and Service Company
Minneapolis, Minnesota
Item: All Items: Part A
Amount: \$85,000.00 estimated annual expenditures

General Services and Financial Services Departments recommend award to the sole responsive, responsible Bidder. General Services and Financial Services Departments recommend that Equipment Southwest, Inc. be deemed a non-responsive bidder because Equipment Southwest, Inc. did not meet specifications by submitting an incomplete price list.

This is a thirty-six (36) month requirements type contract for Tennant Proprietary Parts. Vendor offers no option. No prompt payment discount is offered.

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.

BIDS SOLICITED- 26 (14 local)
BIDS RECEIVED- 2
"NO BID" RECEIVED 0

TOTAL RECOMMENDED AWARD: \$255,000.00
Estimated total 3 yr expenditures

COUNCIL APPROVED REJECTED MUNICIPAL CLERK _____

APPROVED:

COUNCIL MEETING DATE: April 20, 2010

Carmen Arrieta-Candelaria
Chief Financial Officer, 541-4293
Financial Services Department, Purchasing Division

cc: Bid File

CITY OF EL PASO BID TABULATION

BID ITEM: TENNANT PROPRIETARY PARTS

BID # 2010-022

BID DATE: JANUARY 27, 2010

DEPARTMENT: GENERAL SERVICES - FLEET

		EQUIPMENT SOUTHWEST, INC. IRVING, TX	TENNANT SALES AND SERVICE COMPANY MINNEAPOLIS, MN	
PART A: PRICE LIST PRICING		PRICE ADJUSTMENT FACTOR		
ITEM NO.	DESCRIPTION	NET OR % DISCOUNT OR MARKUP	NET OR % DISCOUNT OR MARKUP	
1.	TENNANT PROPRIETARY PARTS	NET <input checked="" type="checkbox"/>	NET <input checked="" type="checkbox"/>	
		- ___ % DISCOUNT <input type="checkbox"/>	- <u>0</u> % DISCOUNT <input type="checkbox"/>	
		+ ___ % MARKUP <input type="checkbox"/>	+ <u>0</u> % MARKUP <input type="checkbox"/>	
PRICE LIST OR CATALOG <u>TENNANT</u> <small>(NOTE: MANUFACTURER OR BRAND NAME, AS APPLICABLE)</small>		<u>(CENTURIAN)</u>		
List Number _____ Dated _____		<u>NONE STATED</u> <u>1-4-10</u>	<u>9005930</u> <u>1/1/2009</u> <small>(WE ANTICIPATE A PRICE ADJUSTMENT ON 4/1/10)</small>	
TYPE OF PRICE LIST		<input type="checkbox"/> WHOLESALER	<input type="checkbox"/> WHOLESALER	
		<input checked="" type="checkbox"/> DISTRIBUTOR	<input type="checkbox"/> DISTRIBUTOR	
		<input type="checkbox"/> JOBBER	<input type="checkbox"/> JOBBER	
		<input type="checkbox"/> DEALER	<input type="checkbox"/> DEALER	
		<input type="checkbox"/> RETAILER	<input type="checkbox"/> RETAILER	
		<input type="checkbox"/> 3RD PARTY SOFTWARE	<input type="checkbox"/> 3RD PARTY SOFTWARE	
		<input type="checkbox"/> _____ (OTHER)	<input checked="" type="checkbox"/> <u>MFG. DIRECT</u> (OTHER)	

APPROVED BY: ls/

DATE: 1/29/10

CITY OF EL PASO BID TABULATION

BID ITEM: TENNANT PROPRIETARY PARTS

BID # 2010-022

BID DATE: JANUARY 27, 2010

DEPARTMENT: GENERAL SERVICES - FLEET

		EQUIPMENT SOUTHWEST, INC. IRVING, TX	TENNANT SALES AND SERVICE COMPANY MINNEAPOLIS, MN	
ITEM NO.	PART B: SAMPLE PRICING EVALUATION	MANDATORY REQUIREMENT (EVEN IF BIDDING AS SPECIFIED):		
1.	DESCRIPTION:	FLOOD LIGHT	FLOOD LIGHT	
	PRICE LIST/CATALOG/MANUFACTURER PART NUMBER:	TENNANT 396463	TENNANT 396463	
	BIDDER'S PART NUMBER:	396463	396463	
	PRICE LIST COST (BEFORE DISCOUNT OR MARK-UP):	\$28.39	\$33.80	
	CITY'S COST (AFTER DISCOUNT OR MARK-UP OR NET):	\$28.39	\$33.80	
2.	DESCRIPTION:	SHOE DRAG LH	SHOE DRAG LH	
	PRICE LIST/CATALOG/MANUFACTURER PART NUMBER:	TENNANT 395100	TENNANT 395100	
	BIDDER'S PART NUMBER:	395100	395100	
	PRICE LIST COST (BEFORE DISCOUNT OR MARK-UP):	\$478.38	\$569.50	
	CITY'S COST (AFTER DISCOUNT OR MARK-UP OR NET):	\$478.38	\$569.50	
3.	DESCRIPTION:	SKIRT WEDGE	SKIRT WEDGE	
	PRICE LIST/CATALOG/MANUFACTURER PART NUMBER:	TENNANT 395734	TENNANT 395734	
	BIDDER'S PART NUMBER:	395734	395734	
	PRICE LIST COST (BEFORE DISCOUNT OR MARK-UP):	\$17.30	\$20.60	
	CITY'S COST (AFTER DISCOUNT OR MARK-UP OR NET):	\$17.30	\$20.60	
4.	DESCRIPTION:	STRAINER 46 MESH	STRAINER 46 MESH	
	PRICE LIST/CATALOG/MANUFACTURER PART NUMBER:	TENNANT 395517	TENNANT 395517	
	BIDDER'S PART NUMBER:	395517	395517	
	PRICE LIST COST (BEFORE DISCOUNT OR MARK-UP):	\$38.39	\$45.70	
	CITY'S COST (AFTER DISCOUNT OR MARK-UP OR NET):	\$38.39	\$45.70	
5.	DESCRIPTION:	SKID WELDMENT CONVEYOR	SKID WELDMENT CONVEYOR	
	PRICE LIST/CATALOG/MANUFACTURER PART NUMBER:	TENNANT 1016594	TENNANT 1016594	
	BIDDER'S PART NUMBER:	1016594	1016594	
	PRICE LIST COST (BEFORE DISCOUNT OR MARK-UP):	\$80.98	\$96.40	
	CITY'S COST (AFTER DISCOUNT OR MARK-UP OR NET):	\$80.98	\$96.40	

APPROVED BY: / sl

DATE: 1/29/10

CITY OF EL PASO BID TABULATION

BID ITEM: TENNANT PROPRIETARY PARTS

BID # 2010-022

BID DATE: JANUARY 27, 2010

DEPARTMENT: GENERAL SERVICES - FLEET

		EQUIPMENT SOUTHWEST, INC. IRVING, TX	TENNANT SALES AND SERVICE COMPANY MINNEAPOLIS, MN	
ITEM NO.	PART B: SAMPLE PRICING EVALUATION	MANDATORY REQUIREMENT (EVEN IF BIDDING AS SPECIFIED):		
6.	DESCRIPTION:	CABLE, LIFT, SHIELD	CABLE, LIFT, SHIELD	
	PRICE LIST/CATALOG/MANUFACTURER PART NUMBER:	TENNANT 394234	TENNANT 394234	
	BIDDER'S PART NUMBER:	394234	394234	
	PRICE LIST COST (BEFORE DISCOUNT OR MARK-UP):	\$26.63	\$31.70	
	CITY'S COST (AFTER DISCOUNT OR MARK-UP OR NET):	\$26.63	\$31.70	
7.	DESCRIPTION:	MAIN BROOM	MAIN BROOM	
	PRICE LIST/CATALOG/MANUFACTURER PART NUMBER:	TENNANT 396297	TENNANT 396297	
	BIDDER'S PART NUMBER:	396297	396297	
	PRICE LIST COST (BEFORE DISCOUNT OR MARK-UP):	\$567.00	\$675.00	
	CITY'S COST (AFTER DISCOUNT OR MARK-UP OR NET):	\$567.00	\$675.00	
8.	DESCRIPTION:	FLANGE BEARING (LOWER)	FLANGE BEARING (LOWER)	
	PRICE LIST/CATALOG/MANUFACTURER PART NUMBER:	TENNANT 761111	TENNANT 761111	
	BIDDER'S PART NUMBER:	761111	761111	
	PRICE LIST COST (BEFORE DISCOUNT OR MARK-UP):	\$135.41	\$161.20	
	CITY'S COST (AFTER DISCOUNT OR MARK-UP OR NET):	\$135.41	\$161.20	
9.	DESCRIPTION:	FLANGE BEARING (UPPER)	FLANGE BEARING (UPPER)	
	PRICE LIST/CATALOG/MANUFACTURER PART NUMBER:	TENNANT 761289	TENNANT 761289	
	BIDDER'S PART NUMBER:	761289	761289	
	PRICE LIST COST (BEFORE DISCOUNT OR MARK-UP):	\$260.65	\$310.30	
	CITY'S COST (AFTER DISCOUNT OR MARK-UP OR NET):	\$260.65	\$310.30	

APPROVED BY: jsl

DATE: 1/29/10

CITY OF EL PASO BID TABULATION

BID ITEM: TENNANT PROPRIETARY PARTS

BID # 2010-022

BID DATE: JANUARY 27, 2010

DEPARTMENT: GENERAL SERVICES - FLEET

	EQUIPMENT SOUTHWEST, INC. IRVING, TX	TENNANT SALES AND SERVICE COMPANY MINNEAPOLIS, MN	
<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 FILING 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 (1) ADDITIONAL YEAR AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF CONTRACT.</p> <p>TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF CONTRACT.</p> <p>NO OPTION OFFERED.</p>	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	
PAYMENT TERMS:	NET - 30 DAYS	NET - 30 DAYS	
BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
BIDDER'S PROMISED DELIVERY: Within _____ consecutive hours	24 - 72	12 (IF PARTS ARE ORDERED BEFORE 2:00 PM CST AND STOCK AVAILABLE, SHIPS - SAME DAY AND WE PAY THE FREIGHT ON GROUND SHIPMENTS.)	
Within _____ hours or overnight after receipt of verbal order in cases of emergency.	24 - 48	12 (ANY AIR FREIGHT OR PREMIUM FREIGHT IS BILLED TO CUSTOMER AND NEEDS TO BE REQUESTED BY THE CUSTOMER AT TIME OF ORDER PLACEMENT.)	
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 OF REJECTION OF THE BID.			
BIDS SOLICITED: 26	BIDS RECEIVED: 2	BIDS LOCAL: 14	NO BIDS: 0

APPROVED BY: /s/

DATE: 1/29/10

ALCO INDUSTRIAL CO.
3525 HUECO AVE, # B
EL PASO, TX 79903

BORDER INTERNATIONAL
12283 ROJAS DR
EL PASO, TX 79936

CLEANING EQUIPMENT DIRECT
1380 EAST RILEY-THOMPSON ROAD
NORTH MUSKEGON, MI 49445-9535

C&J MATERIAL HANDLING
11540 PELICANO SUITE C
EL PASO, TX 79936

EQUIPMENT SOUTHWEST
425 S. WALTON WALKER BLVD
IRVING, TX 75060

FACTORY CLEANING EQUIPMENT,
INC.
1578A BEVERLY COURT
AURORA, IL 60502

FMH MATERIAL HANDLING
SOLUTIONS
1054 HAWKINS BLVD.
EL PASO, TX 79915

FLEETPRIDE
11500 ROJAS, SUITE F.
EL PASO, TX 79936

FORK LIFT SPECIALTIES, INC.
3711 W. FRANKLIN AVE
FRESNO, CA 93706

INTEGRATED MECHANICS
7796 FRANKLIN DR
EL PASO, TX 79915

INDUSTRIAL PARTS WAREHOUSE
2830 US HWY 80 WEST
GARDEN CITY, GA 31408

LIFT TRUCK SERVICES
218 RAYNOLDS ST.
EL PASO, TX 79905

LACAL EQUIPMENT, INC.
901 W. PIKE STREET
P.O. BOX 757
JACKSON CENTER, OHIO 45334

MICHIGAN COMPANY INC.
2011 N. HIGH ST.
LANSING, MI 48906

NOBLES AND TENNANT PARTS
2201 WEST LAUREL
INDEPENDENCE, KS 67301

NATIONAL MATERIAL SUPPLY CO.,
LLC
2206 SIDNEY STREET
ST. LOUIS, MO 63104

OLD DOMINION BRUSH COMPANY
5118 GLEN ALDEN DRIVE
RICHMOND, VA 23231

ON THE BORDER FREIGHTLINER
1367 HORIZON BLVD
EL PASO, TX 79928

RUSH TRUCK CENTERS
12253 GATEWAY WEST
EL PASO, TX 79936

SOUTHWEST TRUCK SALES
10901 GATEWAY WEST
EL PASO, TX 79935

SOUTHEASTERN EQUIPMENT
1919 OLD DUNBAR ROAD
WEST COLUMBIA, SC 29172

TENNANT COMPANY
701 NORTH LILIAN DRIVE
P.O. BOX 1452
MINNEAPOLIS, MN 55440

TRANSAMERICA MATERIAL HANDLING
12758 GAMBUSINO AVE
EL PASO, TX 79938

TOYOTA LIFT OF EL PASO
12305 ROJAS DR.
EL PASO, TX 79928

TRUCK ENTERPRISES, INC
13675 GATEWAY WEST
EL PASO, TX 79926

WESTERN FLEET SERVICES INC
3800 SHELL ST.
EL PASO, TX 79925