

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

DEPARTMENT: General Services

AGENDA DATE: May 12, 2009

CONTACT PERSON/PHONE: Terrence Freiburg, Purchasing Manager, 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.

Reject bid 2009-118, Tennant Proprietary Parts and Service.

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?

Financial Services, Purchasing Division recommends to reject bid 2009-118 and to re-bid. The sample pricing could not be verified against the price list submitted by the bidder.

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?

N/A

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

N/A

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

LEGAL: _____

(If required)

FINANCE: _____

(If required)

DEPARTMENT HEAD: _____

Name

Signature

Date

(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

FINANCIAL SERVICES DEPARTMENT, PURCHASING DIVISION

DATE: April 27, 2009
TO: Municipal Clerk
FROM: Terrence Freiburg
Purchasing Manager, ext. 4313

Please place the following item on the CONSENT Agenda for the Council Meeting of Tuesday, May 12, 2009.

Item should read as follow:

Request approval for the Purchasing Manager to reject the sole bid submitted for Solicitation No. 2009-118, Tennant Proprietary Parts and Service. Financial Services, Purchasing Division recommends re-bidding because the sole bidder's price list did not match the sample items bid for evaluation.

Department: General Services
District(s): All

REVIEWED:


Terrence Freiburg

SPECIAL INSTRUCTIONS:

CITY CLERK'S USE

ITEM NO. _____

cc: BID FILE

CITY OF EL PASO BID TABULATION

BID ITEM: TENNANT PROPRIETARY PARTS AND SERVICE

BID # 2009-118

BID DATE: APRIL 1, 2009

DEPARTMENT: GENERAL SERVICES - FLEET

	EQUIPMENT SOUTHWEST, INC. IRVING, TX		
PART A	PRICE ADJUSTMENT FACTOR		
ITEM DESCRIPTION	NET OR % DISCOUNT OR MARKUP	NET OR % DISCOUNT OR MARKUP	NET OR % DISCOUNT OR MARKUP
TENNANT PROPRIETARY PARTS	NET <input type="checkbox"/>		
	- 10 % DISCOUNT <input checked="" type="checkbox"/>		
	+ ____ % MARKUP <input type="checkbox"/>		
Discount/Mark-up proposed from the ____ <u>TENNANT</u> Price List or Catalog (MANUFACTURER OR BRAND NAME)			
List Number <u>TENNANT LIST PRICE</u> Dated <u>01/02/09</u>	<u>TENNANT LIST PRICE</u> <u>1-2-09</u>		
FROM PRICE LIST FOR MARKETING LEVEL: WHOLESALER <input type="checkbox"/> DISTRIBUTOR <input type="checkbox"/> JOBBER <input checked="" type="checkbox"/> DEALER <input type="checkbox"/> RETAILER <input type="checkbox"/> OTHER <input type="checkbox"/> _____			

APPROVED BY: _____

DATE: _____

CITY OF EL PASO BID TABULATION

BID ITEM: TENNANT PROPRIETARY PARTS AND SERVICE

BID # 2009-118

BID DATE: APRIL 1, 2009

DEPARTMENT: GENERAL SERVICES - FLEET

		EQUIPMENT SOUTHWEST, INC. IRVING, TX		
ITEM	MANUFACTURER'S PRICE LIST IDENTIFICATION:			
1.	MANUFACTURER	TENNANT		
	FORM NUMBER AND/OR DATE	PRICE LIST 01-02-09		
2.	MANUFACTURER			
	FORM NUMBER AND/OR DATE			
3.	MANUFACTURER			
	FORM NUMBER AND/OR DATE			
TWO (2) COPIES (EITHER HARDCOPY OR CD) OF EACH CATALOG/PRICE LIST ARE INCLUDED WITH THE BID PACKAGE.		YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/> <small>IN PROCESS OF GETTING</small>	
PART B: SERVICE LABOR RATES				
SHOP BILLING RATE: REGULAR		\$60.00/PER HOUR		
SHOP BILLING RATE: HOLIDAY		\$60.00/PER HOUR		
PART C: SAMPLE PRICING EVALUATION				
ITEM 1.	DESCRIPTION:	FLOOD LIGHT		
	SAMPLE PRODUCT PART NUMBER:	TENNANT 396463		
	YOUR (BID) PRODUCT PART NUMBER:	396463		
	YOUR LIST PRICE, BEFORE DISCOUNT/MARK-UP (IF APPLICABLE):	\$30.41		
	A. CITY'S COST, AFTER DISCOUNT/MARK-UP (NET):	\$27.37		
	B. LABOR COST [ASSUME ONE (1) REGULAR HOUR TO REPLACE/INSTALL]: (BASED ON SECTION A: PART B, SERVICE LABOR RATES)	\$60.00 Per Hour		
	C. TOTAL COST [A (PART) + B (LABOR)] TO REPLACE/INSTALL	\$87.37		

APPROVED BY: _____

DATE: _____

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BID # 2009-118

DEPARTMENT: GENERAL SERVICES - FLEET

	EQUIPMENT SOUTHWEST, INC. IRVING, TX		
PART C: SAMPLE PRICING EVALUATION			
ITEM 2.	DESCRIPTION:	THERMOSTAT	
	SAMPLE PRODUCT PART NUMBER:	TENNANT 97602048	
	YOUR (BID) PRODUCT PART NUMBER:	BAD PART #	
	YOUR LIST PRICE, BEFORE DISCOUNT/MARK-UP (IF APPLICABLE):		
	A. CITY'S COST, AFTER DISCOUNT/MARK-UP (NET):		
	B. LABOR COST [ASSUME ONE (1) REGULAR HOUR TO REPLACE/INSTALL]: (BASED ON SECTION A: PART B, SERVICE LABOR RATES)		
	C. TOTAL COST [A (PART) + B (LABOR)] TO REPLACE/INSTALL		
ITEM 3.	DESCRIPTION:	BELT TENSIONER	
	SAMPLE PRODUCT PART NUMBER:	TENNANT 15258253	
	YOUR (BID) PRODUCT PART NUMBER:	395063	
	YOUR LIST PRICE, BEFORE DISCOUNT/MARK-UP (IF APPLICABLE):	\$241.74	
	A. CITY'S COST, AFTER DISCOUNT/MARK-UP (NET):	\$217.57	
	B. LABOR COST [ASSUME ONE (1) REGULAR HOUR TO REPLACE/INSTALL]: (BASED ON SECTION A: PART B, SERVICE LABOR RATES)	\$60.00 Per Hour	
	C. TOTAL COST [A (PART) + B (LABOR)] TO REPLACE/INSTALL	\$277.57	
ITEM 4.	DESCRIPTION:	SHOE DRAG LH	
	SAMPLE PRODUCT PART NUMBER:	TENNANT 395100	
	YOUR (BID) PRODUCT PART NUMBER:	395100	
	YOUR LIST PRICE, BEFORE DISCOUNT/MARK-UP (IF APPLICABLE):	\$785.71	
	A. CITY'S COST, AFTER DISCOUNT/MARK-UP (NET):	\$707.14	
	B. LABOR COST [ASSUME ONE (1) REGULAR HOUR TO REPLACE/INSTALL]: (BASED ON SECTION A: PART B, SERVICE LABOR RATES)	\$60.00 Per Hour	
	C. TOTAL COST [A (PART) + B (LABOR)] TO REPLACE/INSTALL	\$767.14	

APPROVED BY: _____

DATE: _____

CITY OF EL PASO BID TABULATION

BID ITEM: TENNANT PROPRIETARY PARTS AND SERVICE
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BID # 2009-118

DEPARTMENT: GENERAL SERVICES - FLEET

	EQUIPMENT SOUTHWEST, INC. IRVING, TX		
PART C: SAMPLE PRICING EVALUATION			
ITEM 5.	DESCRIPTION:	SHOE DRAG RH	
	SAMPLE PRODUCT PART NUMBER:	TENNANT 395101	
	YOUR (BID) PRODUCT PART NUMBER:	395101	
	YOUR LIST PRICE, BEFORE DISCOUNT/MARK-UP (IF APPLICABLE):	\$785.71	
	A. CITY'S COST, AFTER DISCOUNT/MARK-UP (NET):	\$707.14	
	B. LABOR COST [ASSUME ONE (1) REGULAR HOUR TO REPLACE/INSTALL]: (BASED ON SECTION A: PART B, SERVICE LABOR RATES)	\$60.00 Per Hour	
	C. TOTAL COST [A (PART) + B (LABOR)] TO REPLACE/INSTALL	\$767.14	
ITEM 6.	DESCRIPTION:	STRAINER 46 MESH	
	SAMPLE PRODUCT PART NUMBER:	TENNANT 395517	
	YOUR (BID) PRODUCT PART NUMBER:	395517	
	YOUR LIST PRICE, BEFORE DISCOUNT/MARK-UP (IF APPLICABLE):	\$38.62	
	A. CITY'S COST, AFTER DISCOUNT/MARK-UP (NET):	\$34.76	
	B. LABOR COST [ASSUME ONE (1) REGULAR HOUR TO REPLACE/INSTALL]: (BASED ON SECTION A: PART B, SERVICE LABOR RATES)	\$60.00 Per Hour	
	C. TOTAL COST [A (PART) + B (LABOR)] TO REPLACE/INSTALL	\$94.76	
ITEM 7.	DESCRIPTION:	SKID WELDMENT CONVEYOR	
	SAMPLE PRODUCT PART NUMBER:	TENNANT 016594	
	YOUR (BID) PRODUCT PART NUMBER:	1016594	
	YOUR LIST PRICE, BEFORE DISCOUNT/MARK-UP (IF APPLICABLE):	\$270.71	
	A. CITY'S COST, AFTER DISCOUNT/MARK-UP (NET):	\$243.64	
	B. LABOR COST [ASSUME ONE (1) REGULAR HOUR TO REPLACE/INSTALL]: (BASED ON SECTION A: PART B, SERVICE LABOR RATES)	\$60.00 Per Hour	
	C. TOTAL COST [A (PART) + B (LABOR)] TO REPLACE/INSTALL	\$303.64	

APPROVED BY: _____

DATE: _____

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DEPARTMENT: GENERAL SERVICES - FLEET

	EQUIPMENT SOUTHWEST, INC. IRVING, TX		
PART C: SAMPLE PRICING EVALUATION			
ITEM 8.	DESCRIPTION:	CABLE, LIFT, SHIELD	
	SAMPLE PRODUCT PART NUMBER:	TENNANT 394234	
	YOUR (BID) PRODUCT PART NUMBER:	394234	
	YOUR LIST PRICE, BEFORE DISCOUNT/MARK-UP (IF APPLICABLE):	\$30.26	
	A. CITY'S COST, AFTER DISCOUNT/MARK-UP (NET):	\$27.23	
	B. LABOR COST [ASSUME ONE (1) REGULAR HOUR TO REPLACE/INSTALL]: (BASED ON SECTION A: PART B, SERVICE LABOR RATES)	\$60.00 Per Hour	
	C. TOTAL COST [A (PART) + B (LABOR)] TO REPLACE/INSTALL	\$87.23	
ITEM 9.	DESCRIPTION:	MAIN BROOM	
	SAMPLE PRODUCT PART NUMBER:	TENNANT 396297	
	YOUR (BID) PRODUCT PART NUMBER:	396297	
	YOUR LIST PRICE, BEFORE DISCOUNT/MARK-UP (IF APPLICABLE):	\$952.38	
	A. CITY'S COST, AFTER DISCOUNT/MARK-UP (NET):	\$857.14	
	B. LABOR COST [ASSUME ONE (1) REGULAR HOUR TO REPLACE/INSTALL]: (BASED ON SECTION A: PART B, SERVICE LABOR RATES)	\$60.00 Per Hour	
	C. TOTAL COST [A (PART) + B (LABOR)] TO REPLACE/INSTALL	\$917.14	
ITEM 10.	DESCRIPTION:	GUTTER BROOM	
	SAMPLE PRODUCT PART NUMBER:	TENNANT 394679	
	YOUR (BID) PRODUCT PART NUMBER:	394649	
	YOUR LIST PRICE, BEFORE DISCOUNT/MARK-UP (IF APPLICABLE):	\$204.14	
	A. CITY'S COST, AFTER DISCOUNT/MARK-UP (NET):	\$183.73	
	B. LABOR COST [ASSUME ONE (1) REGULAR HOUR TO REPLACE/INSTALL]: (BASED ON SECTION A: PART B, SERVICE LABOR RATES)	\$60.00 Per Hour	
	C. TOTAL COST [A (PART) + B (LABOR)] TO REPLACE/INSTALL	\$243.73	

APPROVED BY: _____

DATE: _____

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DEPARTMENT: GENERAL SERVICES - FLEET

	EQUIPMENT SOUTHWEST, INC. 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 (1) ADDITIONAL YEAR AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF CONTRACT. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> NO OPTION OFFERED. <input type="checkbox"/>			
PAYMENT TERMS:	NET - 30 DAYS		
BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		
BIDDER'S PROMISED DELIVERY: Within _____ consecutive hours.	16 - 32		
Within _____ hours or overnight after receipt of verbal order in cases of emergency.	16 - 32		
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: 24		BIDS RECEIVED: 1	
		BIDS LOCAL: 15	
		NO BIDS: 0	

APPROVED BY: _____

DATE: _____