

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

DEPARTMENT: General Services - Fleet Division

AGENDA DATE: June 8, 2010

CONTACT PERSON/PHONE: Stuart Ed – Director, General Services - Fleet Division (915) 621-6822
Carmen Arrieta-Candelaria – Chief Financial Officer (915) 541-4293

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.

Extend the following contract: 2007-171 – Proprietary Parts and Service - Dodge/Chrysler Motor Company
To: Driveway Dodge, Chrysler, Jeep of El Paso, TX
Estimated Annual Expenditures: \$17,000.00
Total Estimated Expenditures: \$34,000.00 for two (2) year extension

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 General Services - Fleet Division is recommending the extension of the above contract. Driveway Dodge, Chrysler, Jeep has provided consistent, reliable service for the past three years.

PRIOR COUNCIL ACTION:

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

Yes. 2007-171 was originally awarded on July 10, 2007.

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?

Department: General Services - Fleet Division
Amount: \$34,000.00
Funds Available: 37370510-503121-45202-37000 or 37370510-503125-45202-37000
Funds Source: Fleet Services Internal Service Fund

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

N/A.

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

DEPARTMENT HEAD:

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

Information copy to appropriate Deputy City Manager

PROJECT FORM

FINANCIAL SERVICES DEPARTMENT, PURCHASING DIVISION

DATE: May 17, 2010

EH

TO: Municipal Clerk

FROM: Carmen Arrieta-Candelaria, Chief Financial Officer, ext. 4293
Edward Hyatt, Administrative Analyst, ext. 4315

Please place the following item on the **CONSENT** Agenda for the Council Meeting of Tuesday, **June 8, 2010**.

Item should read as follows:

Request that the Purchasing Manager of Financial Services, Purchasing Division, be authorized to exercise the City's option to extend current Contract 2007-171 Proprietary Parts and Service - Dodge/Chrysler Motor Company with Driveway Dodge, Chrysler, Jeep for two (2) additional years pursuant to the provisions of an award approved by the City Council on July 10, 2007. Extended contract period will be from July 10, 2010 to July 9, 2012.

Department: General Services - Fleet Division
Option: One [of One]
Estimated Amount: \$34,000.00 (Total for two (2) year extension)
Funds Source: Fleet Services Internal Service Fund
District (s): All

Municipal Clerk's Use

ITEM NO. _____

MOTION
JULY 10, 2007

Motion made, seconded, and unanimously carried to **AWARD** BID Solicitation No. 2007-171 (Proprietary Parts & Service-Dodge/Chrysler Motor Company) to Driveway Dodge, Chrysler, Jeep for a total estimated award of \$120,000.

Department:	General Services-Fleet Division
Award to:	Driveway Dodge, Chrysler, Jeep El Paso, Texas
Items:	A and B
Option:	Vendor offers the City the option to extend the term of the contract at the same unit prices for two additional years if the option is exercised within three years from the date of the award.
Annual Estimated Amount:	\$40,000
Account No.:	37370510 – 503121 - 45202
Funding Source:	Fleet Services Internal Service Fund
Total Estimated Award:	\$120,000
Districts:	All

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

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

Richarda Duffy Momsen, City Clerk