

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

DEPARTMENT: General Services

AGENDA DATE: June 12, 2012

CONTACT PERSON/PHONE: Stuart Ed, General Services Director, 621-6822
Bruce D. Collins, Purchasing Manager, 541-4313

DISTRICT (S) AFFECTED: ALL

SUBJECT:

Approve a two (2) year extension of contract 2009-131 – Ford Motor Company Proprietary Parts and Service, awarded to Casa Ford, Inc. in the amount of \$820,000.

BACKGROUND / DISCUSSION:

The General Services - Fleet Division is recommending the extension award of the above contract. The city currently owns a large number of Ford vehicles that include Police Patrol Cruisers, Motor Pool and service vehicles that are used by all of the Departments. The approval of this contract would allow for the continual maintenance and upkeep of these vehicles. This allows for consistent, safe and efficient operation of these vehicles while maintaining maximum reliability. Local business is being supported.

PRIOR COUNCIL ACTION:

Yes. Council previously approved contract 2009-131 on June 23, 2009, Item 13C.

SELECTION SUMMARY:

Exercising this option would meet the following threshold considerations (i) funds available; (ii) requirement fills an existing need; (iii) informal analysis of price indicates the option price is better than available market prices or the most advantageous current offer, and (iv) Vendor's performance meets or exceeds a "7-8" performance rating. Based upon our evaluation of above factors, Purchasing Division recommends exercising the available option.

AMOUNT AND SOURCE OF FUNDING:

Department: General Services - Fleet Division
Amount: \$820,000.00
Funds Available: 37370510-503121-45202-37000 and/or 37370510-503125-45202-37000
Funds Source: General Services Dept, Internal Service Fund

BOARD / COMMISSION ACTION:

N/A

*****AUTHORIZATION*****

DEPARTMENT HEAD:

Stuart Ed, General Services Director

**COUNCIL PROJECT FORM
(CONTRACT EXTENSION)**

*******POSTING LANGUAGE BELOW*******

Please place the following item on the REGULAR agenda for the Council Meeting of JUNE 12, 2012.

Discussion and action on the request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to exercise the City's option to extend current Contract 2009-131 Ford Motor Company Proprietary Parts and Service with Casa Ford, Inc. for two (2) additional years pursuant to the provisions of an award approved by the City Council on June 23, 2009. The extended contract period will be from June 12, 2012 to June 11, 2014.

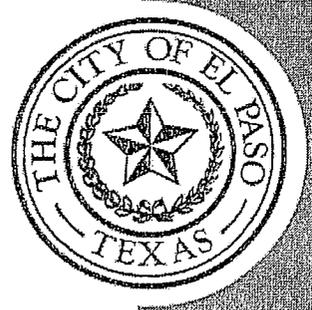
Department:	General Services
Award to:	Casa Ford, Inc. El Paso, TX
Option:	One [of One]
Annual Estimated Amount:	\$410,000.00
Total Estimated Amount:	\$820,000.00 (2 years)
Account No.:	Dept # 37370510 – Acct # 503121 – Fund # 45202 and/or Dept # 37370510 – Acct # 503125 – Fund # 45202
Funding Source:	General Services Department – Internal Service Fund
District(s):	All

This is a low bid, supplies contract.

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

Dedicated to Outstanding Customer Service for a Better Community

SERVICE SOLUTIONS SUCCESS



To: Financial Services – Purchasing Division

From: Stuart Ed, General Services Director

Date: June 12, 2012

Re: Solicitation No. 2009-131 Ford Motor Company Proprietary Parts and Service

General Services recommends authorizing the Option to Extend Solicitation No. 2009-131 Ford Motor Company Proprietary Parts and Service for two (2) additional years to Casa Ford, Inc. Exercising this option would meet the following threshold considerations:

1. *Are funds available for this Option to Extend?*

Yes

2. *Does the Requirement covered by this option fill an existing need of the City?*

Yes

3. *Does the option price better than current available market price?*

Yes, see item #4 below.

4. *Is the time between award of the contract and exercising the option so short that the market indicates the option is the lowest price obtainable through competition or most advantageous offer?*

Parts provided through this contract are largely influenced by commodity pricing, and overall expenditures are weighted by parts (as opposed to services).

Additionally, due to the proprietary nature of the solicitation, the limited qualified local respondents all based their pricing on the same manufacturer's price list. Subsequently, Casa Ford offered the lowest bid and most advantageous pricing.

As such, market pricing exceeds prices currently being realized by this 2009 solicitation.

5. *Is the attached Vendor Performance form show the vendors' performance to be "7-8" or higher?*

Yes, the vendor received an overall "Good" performance rating or 7-8.

The standard factors used to determine the validity of the Exercising Optional Extensions pertaining to City Contracts for Goods and Services was presented to the Legislative Review Committee for Finance, Internal Audit, and Engineering on March 15, 2012.

Mayor
John F. Cook

City Council

District 1
Ann Morgan Lilly

District 2
Susie Byrd

District 3
Emma Acosta

District 4
Carl Robinson

District 5
Dr. Michel R. Noe

District 6
Edna Holguin Jr.

District 7
Steve Ortega

District 8
Cortney Carlisle Miller

City Manager
Joyce A. Wilson



FINANCIAL SERVICES DEPARTMENT
2 Civic Center Plaza, 7th Floor, City Hall – El Paso, Texas 79901
(915) 541-4011



Texas Comptroller
Leadership Circle

VENDOR PERFORMANCE REPORT

CONTRACT NUMBER AND TITLE: 2010-136 Navistar/International Proprietary Parts and Service

COMPANY CONTACT INFORMATION

COMPANY/OWNER'S NAME	Casa Ford, Inc.		
COMPANY ADDRESS	5815 Montana, El Paso, TX 79925		
POINT OF CONTACT E-MAIL ADDRESS	gilbert@casaford.com		
PHONE/FAX NUMBERS	PHONE	915-779-2272	FAX
CONTRACT AMOUNT (\$)	\$1,230,000		
% COMPLETED / COMPLETED			
ESTIMATED COMPLETION DATE	6/22/2013		

TECHNICAL PERFORMANCE

FACTORS/RATINGS	"PLUS" (11-1)	"EXCELLENT" (9-10)	"GOOD" (7-8)	"FAIR" (5-6)	"POOR" (3-4)	"UNSATISFACTORY" (0-2)	NOT APPLICABLE (N/A)
Completion of major tasks/ milestones/ deliverables on schedule.		9					
Responsiveness to changes in technical direction.		9					
Ability to identify risk factors and alternatives for alleviating risk.			8				
Ability to identify and solve problems expeditiously.		9					
Ability to deliver goods or services accordance with specification		9					
Ability to employ standard tools/methods.			8				

MANAGEMENT PERFORMANCE

FACTORS/RATINGS	"PLUS" (11-1)	"EXCELLENT" (9-10)	"GOOD" (7-8)	"FAIR" (5-6)	"POOR" (3-4)	"UNSATISFACTORY" (0-2)	NOT APPLICABLE (N/A)
Overall communication with staff.			8				
Effectiveness and reliability of Contractor's Key Personnel			8				
Ability to recruit and maintain qualified personnel.			8				
Ability to manage multiple and diverse projects/tasks from planning through execution.							N/A
Ability to effectively manage subcontractors.							N/A
Ability to accurately estimate and control cost to complete tasks.			8				
Overall performance in planning, scheduling, and monitoring.			8				
Ability to resolve problems			8				
Use of management tools (e.g. cost/schedule, task management tools).							N/A

CONTRACT ADMINISTRATION

FACTORS/RATINGS	YES	NO
Was the project completed on schedule? If not, how late was it: ___ < 30 days; ___ < 60 days; ___ < 90 days; ___ > 90 days	N/A	
Did the contractor submit unnecessary Change Order requests?	N/A	
Were contractor proposals for Change Orders reasonably priced?	N/A	
Were there any claims?		No
Compliance with labor laws	N/A	
Compliance with safety requirements	N/A	
Given a choice, would you do business with this contractor again?	Yes	

Report completed by: Rene Barraza Phone:915-621-6831

Department Director: Stuart Ed Phone:915-621-6822

MOTION
JUNE 23, 2009

Motion made by Representative Lilly, seconded by Representative O'Rourke, and unanimously carried to **AWARD** Solicitation No. 2009-131 (Ford Motor Company Proprietary Parts and Service) to Casa Ford, Inc., for a total estimated amount of \$1,230,000.

Department:	General Services
Award to:	Casa Ford, Inc. El Paso, TX
Items:	All items: Part A and B
Option:	Two years
Annual Estimated Amount:	\$ 410,000
Account No.:	37370510 – 503121 – 45202 37370510 – 503125 – 45202
Funding Source:	Internal Service Fund
Total Estimated Award:	\$1,230,000 (3-year total)

This is a thirty-six month requirements type contract for Ford Motor Company Proprietary Parts and Service.

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

Richarda Duffy Momsen, City Clerk