

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

DEPARTMENT: GENERAL SERVICES

AGENDA DATE: June 16, 2009

CONTACT PERSON/PHONE: STUART ED, DIRECTOR, 621-6822

DISTRICT (S) AFFECTED: All ^{TERRENCE FREIBURG, PURCHASING MANAGER, 541-4313}

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.

Authorize Purchasing Manager to issue purchase order to American Tire Distributors (formally Am Pac Tire Distributor) for tires for passenger vehicles, trucks, and bus, and retread services for the General Services Department, Fleet Division under State Contract TXMAS-7-261020-59 in the amount of \$45,000.

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 needs to continue to maintain the same sizes and brands currently used as they have proven to be of high quality and most importantly safe. The continued use of the contract would continue to promote these features as well as maintaining consistency.

PRIOR COUNCIL ACTION:

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

N/A

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?

Dept 37370510 – Acct 503121 – Fund 45202 – Grant/Project, Dept Name, Fund's name – Inventory Parts

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

N/A

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

LEGAL: _____ **FINANCE:** _____
(If required) (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: May 29, 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 June 16, 2009.

Item should read as follow:

Request that the Purchasing Manager, Financial Services, Purchasing Division, be authorized to issue a Purchase Order to American Tire Distributor (formally Am Pac Tire Distributor) of El Paso, Texas, under TXMAS State Contract TXMAS-7-261020-59 (Tires for Passenger, Trucks, and Bus, and Retread Services) in the estimated amount of \$45,000. This purchase coupled with previous tire expenditures (\$95,000) through this contract will increase the total purchases from this vendor to \$140,000.

The participation by the City of El Paso in the Texas Procurement and Support Services (TPASS), State Contracts Program was approved by Mayor and City Council on February 27, 2007.

Estimated Total: \$45,000 (Purchases to-date \$140,000)
Funds Available in: 37370510-503121-45202
Funds Source: Inventory Parts
Department: General Services

COUNCIL APPROVED REJECTED MUNICIPAL CLERK _____

APPROVED:

COUNCIL MEETING DATE: June 16, 2009


Terrence Freiburg
Purchasing Manager
Financial Services Department, Purchasing Division


Reviewed by Edward Hyatt
Administrative Analyst

cc: BID FILE

Dedicated to Outstanding Customer Service for a Better Community

SERVICE SOLUTIONS SUCCESS

MAY 14, 2009

To: Terrence Freiburg, Purchasing Manager
Michael Lau, Procurement Analyst

From: Stuart Ed, General Services Director

Signature: _____

Re: TIRES FOR PASSENGER, TRUCKS, AND BUS, AND RETREAD SERVICES –
STATE CONTRACT - TXMAS-7-261020-59

The General Services Department recommends utilizing TXMAS State contract number 7-261020-59, to issue a \$45,000 purchase order to American Tire Distributors (formally Am Pac Tire Distributor) for passenger vehicles, trucks, and bus, and retread services for the General Services Department, Fleet Division. This purchase coupled with previous tire expenditures (\$95,000) through this contract will increase the total purchases from this vendor to \$140,000. The following are the factors used to evaluate the use of this procurement program as the best approach:

1. *Is there an urgent need for the product/service? In other words, is time of the essence?*

Yes. The city currently does not have a tire provider on contract that could accommodate the fleet.

2. *Does the purchase through the Program promote the standardization of equipment?*

Yes. The city needs to continue to maintain the same sizes and brands currently used as they have proven to be of high quality and most importantly safe. The continued use of the contract would continue to promote these features as well as maintaining consistency.

3. *Does the purchase through the Program support local business? If not, is there a comparable product/service available locally?*

Yes, local business is being supported. American Tire Distributors (formally AmPac Tire Distributors) is a local business located at 10808 Notus Ln, El Paso TX 79935.

4. *Do the available vendors have prior work experience and/or familiarity with the City?*

Yes. American Tire Distributor (formally AmPac Tire Distributor) has been providing tires to the City of El Paso since 9/11/2007, and a reliable vendor meeting the city's needs in a timely manner.

5. *Is the pricing reasonable as compared to other similar products/work performed for the City of El Paso in the past or as quoted from other companies?*

Price reasonableness has been established because the cooperative purchasing agency used a competitive bidding process in the awarding of their contract.

The participation by the City of El Paso in the Texas Procurement and Support Services, State Contracts Program was approved by Mayor and City Council on February 27, 2007.

FINANCIAL SERVICES DEPARTMENT, PURCHASING DIVISION

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District 3
Emma Acosta

District 4
Melina Castro

District 5
Rachel Quintana

District 6
Eddie Holguin Jr.

District 7
Steve Ortega

District 8
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Joyce A. Wilson



Susan Combs Texas Comptroller of Public Accounts

Search TXMAS Contracts:

Search

Rebates: Pursuant to Texas Government Code § 2155.510(b), rebates generated from TXMAS contract purchases made using federal funds must be reported to the federal funding agency for reporting and reconciliation purchases. Each quarter of the State's fiscal year, TXMAS contractors rebate .75% of their TXMAS sales to the State of Texas via the Texas Comptroller of Public Accounts (CPA). It is the purchasing entity's responsibility to report the amount of rebate using the above percent based on the total dollar value of the TXMAS purchase order.

Example: A purchasing entity receives and uses federal funds of \$50,000 to purchase items/services on a TXMAS contract. The purchasing entity must report to the federal fund-provider that a sales rebate of \$375 ($\$50,000 * .75\% = \375) will be paid to the State of Texas by the TXMAS contractor.



**AMERICAN TIRE DISTRIBUTORS, INC. - FT. WORTH
Contract TXMAS-7-261020-59**

Dealer for:

BRIDGESTONE FIRESTONE N.A. TIRE, LLC

On-Line Catalog/Order Processing

TIRES, PNEUMATIC (NEW), FOR PASSENGER, LIGHT TRUCK, MEDIUM TRUCK, AND BUS, AND RETREAD SERVICES

Corporate Office:
BRIDGESTONE FIRESTONE N.A. TIRE,
LLC
535 MARRIOTT DRIVE
NASHVILLE TN 37214
USA

Send PO to:
AMERICAN TIRE DISTRIBUTORS, INC. -
FT. WORTH
201 NORTH RUPERT
FORT WORTH TX 76107-1427
USA
Vendor ID: 15607545942

Invoice From:
AMERICAN TIRE DISTRIBUTORS, INC. -
FT. WORTH
201 NORTH RUPERT
FORT WORTH TX 76107-1427
USA
Vendor ID:

Delivery: 30 DAYS ARO
FOB Point: DESTINATION
Terms: NET 30 DAYS
Remit To: AMERICAN TIRE DISTRIBUTORS,
INC. - FT. WORTH
800 MARKET STREET
LOCKBOX #503270
ST. LOUIS MO 63101
USA
Vendor ID:

Vendor ID: 15607545942

Business Type: Small
DUNS #: 003173481
Effective: 1/19/2007
Expires: 12/20/2011

CONTACT:

SHERRY MCGEE/ROGER WEBSTER
Phone 800-792-8749

Prepared by Michael Lau