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

DEPARTMENT: General Services - Fleet Division

AGENDA DATE: September 28, 2010

CONTACT PERSON/PHONE: Stuart Ed – Director, General Services - Fleet Division (915) 621-6822
Bruce Collins – Purchasing Manager (915) 541-4313

DISTRICT(S) AFFECTED: All

**SUBJECT:**

Extend the following contract: 2008-009 – General Vehicle Accessories & Installation
With: Alamo Industries, Inc. d/b/a Alamo Auto Supply of El Paso, TX
Estimated Annual Expenditures: $60,000.00
Total Estimated Expenditures: $120,000.00 for two (2) additional years

**BACKGROUND / DISCUSSION:**

The General Services - Fleet Division is recommending the extension of the above contract. Alamo Auto supply has provided consistent, reliable service for the past three years. The City currently owns several vehicles that require the use of general vehicle accessories for several applications. The approval of this contract would allow for the continual maintenance and upkeep of these items and would permit for consistent and safe operation of vehicles. Local business is being supported.

**PRIOR COUNCIL ACTION:**

Yes. 2008-009 was originally awarded on October 30, 2007.

**AMOUNT AND SOURCE OF FUNDING:**

| | |
|---|---|
| Department: | General Services - Fleet Division |
| Amount: | $120,000.00 |
| Funds Available: | 37370510- 503121 – 45202 – 37000 or 37370510- 503125 – 45202 – 37000 |
| Funds Source: | General Services Internal Service Fund |

**BOARD / COMMISSION ACTION:**

N/A.

**********AUTHORIZATION**********

DEPARTMENT HEAD: _____

**MOTION**
**OCTOBER 30, 2007**

Motion made, seconded, and carried to **AWARD** Bid Solicitation No. 2008-009 (General Vehicle Accessories & Installation) to Alamo Industries, Inc. d/b/a Alamo Auto Supply for a total estimated award of $180,000.

| | |
|---|---|
| Department: | General Services |
| Award to: | Alamo Industries, Inc.<br>d/b/a Alamo Auto Supply<br>El Paso, Texas |
| Items: | All |
| Annual Minimum Estimated Amount: | $60,000 |
| Account No.: | 45202 – 37370510 - 503121 |
| Funding Source: | General Services, Internal Service Fund |
| Total Estimated Award: | $180,000 |
| **Districts:** | **All** |

This is a 36-month requirements type contract for the purchase of general vehicle accessories and installation. 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.

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