

**CITY OF EL PASO, TEXAS
REQUEST FOR COUNCIL ACTION (RCA)**

DEPARTMENT: STREETS

AGENDA DATE: OCTOBER 16, 2007

CONTACT PERSON/PHONE: Daryl W. Cole, Streets Director

DISTRICT(S) AFFECTED: Terrence Freiburg, Purchasing Mgr., ext 4313
Citywide

SUBJECT:

Bid 2007-000 SWEEPER MAINTENANCE AND REPAIRS

BACKGROUND / DISCUSSION:

Request that the Purchasing Manager, Financial Services, Purchasing Division, be authorized to issue purchase orders (s) to Western Fleet Services, Inc., in an estimated yearly amount of \$250,000.00 as a sole source provider for maintenance and parts for Elgin Sweeper Company in El Paso.

This equipment is critical to the operation of the City's Street Department Sweeping Division. Recommend award for a term of three (3) years, for a total award estimated at \$750,000.

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:

Fund 01101 General Fund, 32010363 Sweeping, 502300 Equipment Maintenance, 32000 class.

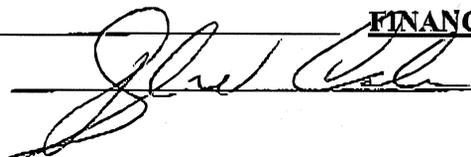
BOARD / COMMISSION ACTION:

N/A

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

LEGAL: (if required) _____ **FINANCE:** (if required) _____

DEPARTMENT HEAD: _____



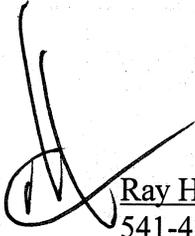
Cc: Patricia D. Adauto, Deputy City Manager Development and Infrastructure Services

APPROVED FOR AGENDA:

CITY MANAGER: _____

DATE: _____

FINANCIAL SERVICES, PURCHASING DIVISION

DATE: October 2, 2007
TO: Municipal Clerk
FROM: Terrence Freiburg
Purchasing Manager  Ray Heredia
541-4316

Please place the following item on the REGULAR Agenda for the Council Meeting of **October 16, 2007.**

Item should read as follows: Request that the Purchasing Manager, Financial Services, Purchasing Division, be authorized to issue a Purchase Order to Western Fleet Services, Inc., the sole source provider of parts and services for Elgin Sweepers in the El Paso area. Total Estimated Yearly Amount \$250,000.00. Total Estimated 3-year award, \$750,000.00 with the stipulation that the vendor provides an updated sole source letter and affidavit each year.

Award amount is \$250,000.00 Est./Yr

Funds available in: 32010363-01101-502300

Funds Source: Streets Operating Account, Equipment Maintenance

Street Department

SPECIAL INSTRUCTIONS:

Municipal Clerk's Use

ITEM NO. _____

JOHN COOK
MAYOR

JOYCE WILSON
CITY MANAGER

DARYL W. COLE
STREETS DIRECTOR



CITY COUNCIL

ANN MORGAN LILLY, DISTRICT 1
SUSANNAH M. BYRD, DISTRICT 2
J. ALEXANDRO LOZANO, DISTRICT 3
MELINA CASTRO, DISTRICT 4
RACHEL QUINTANA, DISTRICT 5
EDDIE HOLGUIN, JR., DISTRICT 6
STEVE ORTEGA, DISTRICT 7
BETO O'ROURKE, DISTRICT 8

STREET DEPARTMENT

October 1, 2007

TO: Terrence Freiburg, Financial Services Purchasing Manager
ATTN: Ray Heredia, Procurement Analyst
FROM: Daryl W. Cole, Streets Director *DWC 10/1/07*
SUBJECT: **Bid No. 2007-000 SWEEPER MAINTENANCE AND REPAIRS**

Request Purchasing Manager, Financial Services, Purchasing Division, be authorized to issue Purchase Orders (s) to Western Fleet Services, Inc., in an estimated yearly amount of \$250,000.00 as a sole source provider for maintenance and parts for Elgin Sweeper Company in El Paso.

This equipment is critical to the operation of the City's Street Department Sweeping Division. Recommend award for a term of three (3) years, for a total award estimated at \$750,000.00

If you have any questions please call me at 621-6750.

DWC/en

07 OCT - 1 PM 3:25
RECEIVED
PURCHASING DEPARTMENT

October 1, 2007

To whom it may concern:

The Authorized single source for Technical Service and Elgin replacement parts for the State of Texas is:

Kinloch Equipment & Supply Co., Inc.
205 N. Richey
Pasadena, TX 77506
Tel; (713) 473-6213
Fax; 713-473-6213

As an Authorized Elgin Distributor, Kinloch Equipment & Supply Company Inc., stocks an inventory of genuine Elgin Performance Matched Replacement Parts. Additionally, Kinloch Equipment & Supply Company Inc., employees a staff of factory trained technicians to provide service and support to users of Elgin Sweepers.

As part of our agreement with Kinloch Equipment & Supply, Inc. they are authorized to appoint a third party authorized parts and service dealer ie. Western Fleet, to service the City of El Paso.

We often learn of instances where other manufacturers have attempted to represent themselves as suppliers of genuine Elgin parts, or as being authorized by Elgin to manufacture replacement parts. Please be advised that **Elgin Performance Matched Replacement Parts** are sold only through Authorized Elgin Distributors. The Elgin Sweeper Company does not provide other suppliers – ‘will fitters’ - with our design specifications or drawings. In addition, we have not authorized any other manufacturer to make or distribute current Elgin replacement parts.

If you have a question regarding identification of an Authorized Elgin Distributor, please call the Elgin Sweeper Company at 847-741-5370. We will be happy to provide you with the required information.

Sincerely,



Tom Sybilrud
Regional Sales Manager





**FINANCIAL SERVICES
PURCHASING DIVISION**

SOLE SOURCE AFFIDAVIT

THIS IS AN OFFICIAL PURCHASING DOCUMENT - RETAIN WITH PURCHASE ORDER FILE

Before me, the undersigned official, on this day, personally appeared William H. McKee, a person known to me to be the person whose signature appears below, whom after being duly sworn upon his/her oath deposed and said:

- 1. My name is William H. McKee. I am over the age of 18, have never been convicted of a crime and am competent to make this affidavit.
- 2. I am an authorized representative of the following company or firm: Elgin Sweeper Company.
- 3. The above named company or firm is the sole source for the following item(s), product(s) or service(s):
ELGIN STREET SWEEPERS

- 4. Competition in providing the above named item(s) product(s), service(s) is precluded by the existence of a patent, copyright, secret process or monopoly as stated under Section 252.022, Subchapter A of the Local Governmental Code 7A or as provided for under 7B-F of the same section. Also, attached hereto is a sole source letter, which sets forth the reasons why this Vendor is a sole source provider (dated and signed).
- 5. There is/are no other like item(s) or product(s) available for purchase that would serve the same purpose or function.
- 6. Note: This Vendor understands that by providing false information on this Sole Source Affidavit, it may be considered a non-responsible Vendor on this and future purchases and may result in discontinuation of any/all business with the City of El Paso.

W. H. McKee
Signature

SUBSCRIBED AND SWORN to before me on this 1st day of October, 2007.



Monika C. Schuttie
NOTARY PUBLIC
MONIKA C. SCHUTTIE
PRINTED NAME
9/26/2010
MY COMMISSION EXPIRES

COMPANY NAME: ELGIN SWEEPER COMPANY
 ADDRESS, CITY, STATE & ZIP CODE: 1300 WEST BARTLETT RD, ELGIN IL, 60119
 PHONE: 847-741-5370 FAX NUMBER: 847-622-7191
 CONTACT NAME AND TITLE: William H. McKee National Sales Manager.
 WEB ADDRESS: www.elginsweeper.com EMAIL: mckee@fsepj.com
 FEDERAL TAX ID NUMBER: 362351764 TEXAS SALES TAX NUMBER: _____



Kinloch Equipment & Supply, Inc.

PO Box 4919
Pasadena, Texas 77502
Tel (713) 473-6213 Fax (713) 473-7858
Toll Free 800-231-6929

September 11, 2007

To Whom It May Concern:

As the authorized Elgin Sweeper dealer for the City of El Paso, and the State of Texas; I would like to inform you that Western Fleet Services, Inc. is the sole provider of service, warranty and parts for Elgin Sweeper Company in El Paso, Texas.

Sincerely,

A handwritten signature in black ink, appearing to read 'Todd B. Kinloch', with a long horizontal flourish extending to the right.

Todd B. Kinloch
President, Kinloch Equipment & Supply, Inc.