

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

DEPARTMENT: General Services - Fleet Division

AGENDA DATE: 11/09/10

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

DISTRICT(S) AFFECTED: All

SUBJECT:

Approve purchase order to Rush Truck Center utilizing HGAC Contract number HT11-09 for the purchase of one (1) Hino 268 delivery truck. Total purchase price is for \$74,901.24.

BACKGROUND / DISCUSSION:

The General Services - Fleet Division is recommending the purchase of the above delivery truck. Rush Truck Center was the best price based on utilizing HGAC which is a cooperative purchasing agency that awards vendors using a competitive bidding process that establishes price reasonableness. The City currently owns trucks with similar engine technology which allows for cleaner emissions. This new vehicle will replace a 1997 delivery vehicle that has been out grown as a result of the growth by the Fire Department. This vehicle will also increase the Fire Department's capability to deliver large amounts of equipment and supplies that may be needed at emergency scenes and/or shelters. Local business is being supported.

PRIOR COUNCIL ACTION:

No.

AMOUNT AND SOURCE OF FUNDING:

Department: General Services - Fleet Division
Amount: \$74,901.24
Funds Available: 37150068 – 508055 – 27265 – PFLESVC01
Funds Source: General Services – Buses and Large Trucks

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)



To: Bruce Collins, Purchasing Manager, Financial Services
From: Stuart C. Ed, General Services Director
Date: 10/21/10
Subject: HGACBuy – Contract #HT11-09

The General Services Department recommends utilizing the Houston-Galveston Area Council (HGACBuy) Program Contract #HT11-09 to issue a \$74,901.24 purchase order to Rush Truck Center of Texas L.P. for the acquisition of one (1) delivery Truck. 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 is currently in the process of replacing the old fleet through a Fleet Replacement Program. The program targets vehicles that have met their life expectancy and replacing them with vehicles that operate more efficiently and at a lower cost to the city. The new delivery truck would replace older models currently used for the delivery of supplies to emergency scenes and/or shelters. The life expectancy of this type of vehicle is expected to be seven years.

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

Yes, the city intends to purchase vehicles that operate cleaner and emit lower emissions. The city recently purchased 12 vehicles using the same engine technology that causes less pollution and reduces carbon monoxide emissions. The unit will be assigned to the Fire Department for the delivery of supplies and respond to emergency scenes and/or shelters.

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

This purchase supports local business with a known vendor.

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

Yes, the city has previously purchased equipment from the recommended vendor. The vendor has been responsive to the City's needs.

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 the contract.

The participation by the City of El Paso in the Houston – Galveston Area Council (HGAC) Purchasing Cooperative Program was approved by Mayor and City Council on May 8, 2007.

GENERAL SERVICES DEPARTMENT

1059 Lafayette Drive - El Paso, Texas 79907 - (915) 621-6822

Mayor
John F. Cook

City Council

District 1
Ann Morgan Lilly

District 2
Susannah M. Byrd

District 3
Emma Acosta

District 4
Carl Robinson

District 5
Rachel Quintana

District 6
Eddie Holguin Jr.

District 7
Steve Ortega

District 8
Belo O'Rourke

City Manager
Joyce A. Wilson

General Services
Director
Stuart C. Ed



Rush Truck Center, El Paso
 12253 Gateway West
 El Paso, TX 79936
 915-778-6435

Customer Proposal Letter

CITY OF EL PASO
 1059 LAFAYETTE
 EL PASO, TEXAS 79907
 915 621-6830
 Edel Romero

Edel Romero, thank you for the opportunity to earn your business. We look forward to working with you on your business needs. Please accept the following proposal.

VEHICLE

Make Hino Model 268 Year 2011 Stock Number To Be Determined
 Additional Vehicle and Accessories Description _____ To be delivered on or about 11/15/2010

Quantity		Total
	1	
Truck Price per Unit	\$74,500.00	\$74,500.00
F.E.T. (Factory & Dealer Paid)	\$0.00	\$0.00
Net Sales Price	\$74,500.00	\$74,500.00
Optional Extended Warranty(ies)		
State Sales Tax		
License, License Transfer, Registration Fee		
Documentary Fee	\$250.00	\$250.00
Administration Fee		
Vehicle Inventory Tax	\$151.24	\$151.24
Additional Taxes		
Tire Recycling Program		
Battery Disposal Fee		
Out of State Vehicle Fee		
Total Sales Price	\$74,901.24	\$74,901.24
Trade Allowance		\$0.00*

* See DISCLAIMER below

Sales Representative

signature

Gomez, Victor 243

printed name

Purchaser

signature

title

printed name

date

David Eidler

Accepted by Sales Manager or General Manager

signature

printed name

Quote good until 11/15/2010

Note: The above Customer Proposal is a quotation only. Sale terms subject to approval of Sales Manager of Dealer.

DISCLAIMER: Any order based on this Proposal subject to Customer executing Dealer's standard form Retail Purchase Order incorporating above terms. Any documentary fees, state tax, title, registration and license fees subject to adjustment and change. Actual F.E.T. to be paid by Dealer, subject to adjustment. Any F.E.T. variance will be responsibility of Dealer. Manufacturer has reserved the right to change the price to Dealer of any vehicle not currently in Dealer's stock, without notice to Dealer. If Quoted Vehicle(s) not currently in Dealer's stock, Dealer reserves right to change Quotation Total to reflect any price increases from Manufacturer. This Proposal is based upon Dealer's current and expected inventory, which is subject to change. Dealer not obligated to retain any specific vehicles in stock, nor maintain any specific inventory level. Dealer shall not be obligated to fulfill Proposal in event quoted vehicle(s) not in stock or available within requested delivery schedule at time Proposal accepted. Dealer shall not be liable for any delay in providing or inability to provide Quoted Vehicle(s), where such inability or delay is due, in whole or in part, to any cause beyond the reasonable control of Dealer or is without the gross negligence or intended misconduct of Dealer. Above listed Trade Value based upon current appraisal of Trade Vehicle(s). Dealer may adjust Trade Value of Trade Vehicle(s) to reflect changes in condition, and/or mileage of Trade Vehicle(s) between date of current appraisal and acceptance of this Proposal by Customer.

RUSH TRUCK CENTERS OF TEXAS, L.P. HT11-09

OCTOBER 8, 2010

EL PASO, CITY OF

HINO 268 MODEL CHASSIS WITH ABC VAN BODY

ISUZU COMPUTATIONS

HINO 268 CHASSIS [WITH ABC 20FT BODY]

OPTIONS CALCULATIONS

COMPLETE CHASSIS LIST PRICE:	\$	52,179.00
CHASSIS LIST:	\$	48,537.00
CHASSIS OPTIONS LIST:	\$	3,642.00

LIST	OPTIONS NET	
\$ 3,642.00	NET	\$ 3,642.00
RTC-0051	PDI - PRE DELIVERY INSPECTION	\$ 1,075.00
RTC-MB288	20FT AMERICAN BODY CO. VAN BODY	\$ 5,560.00
RTC-0149	INTEREST PACK FOR BODY MOUNT	\$ 1,125.00
	10 EMISSION SURCHARGE	\$ 6,700.00
	EQUALIZED INCOMING FREIGHT	\$ 1,525.00
	SUM OF BODY OPTIONS	\$ 15,985.00
	TOTAL OPTIONS FOR PAGE ONE (1)	\$ 19,627.00

UNPUBLISHED BODY OPTIONS:

FORKLIFT PACKAGE	\$	655.00
(6) 2.75" APITONG SLT ROW EA WALL	\$	348.00
(6) 2.75" APITONG SLAT-1 ROW FRONT WALL	\$	120.00
10-1/2" APITONG SCUFF 20FT BODY SIDEWALLS	\$	172.00
10-1/2" SCUFF FRONT WALL	\$	60.00
ADD REAR LIGHTS IN POSTS	\$	-
WALTCO LIFTGATE EW-25 40 X 72 WEDGE 2500 LBS	\$	2,590.00
RUSH TRUCK CENTER - EL PASO DISCOUNT	\$	(1,032.76)
UNPUBLISHED OPTIONS TOTAL	\$	2,912.24

HINO CHASSIS AND BODY OPTIONS

ISUZU CHASSIS AND PAC-MAC BODY OPTIONS