



AGENDA MEMORANDUM

Action Item for the City Council Meeting of April 25, 2023

DATE: April 25, 2023

TO: Peter Zaroni, City Manager

FROM: Charles Mendoza, Director of Asset Management
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Offsite Transmission Repairs for Class 4-8 Vehicles

CAPTION:

Motion authorizing execution of a three-year service agreement with Rittgers' Services, Inc. dba Greatstate Transmission, of Corpus Christi, in an amount not to exceed \$392,600.00 for offsite vehicle transmission repairs, with FY 2023 funding of \$54,527.78 from the Fleet Maintenance Service Fund.

SUMMARY:

This is a motion to approve a service agreement for off-site transmission repairs. This service will be for repairing the city's fleet transmissions for Class 4-8 vehicles. Classes 4-8 include vehicles that range in gross vehicle weight rating (GVWR), from an F-450 (16,000 lbs. max GVWR) to a Semi-Truck and trailer (66,000 lbs. max GVWR).

BACKGROUND AND FINDINGS:

The proposed services from Rittgers' Services, Inc. dba Greatstate Transmissions are to repair transmissions of F-450 service trucks (Class 4), 5-yard dump trucks (Class 7), 12-yard dump trucks (Class 8), specialty equipment (Class 8), refuse trucks (Class 8), and tractors respectively (Class 8).

These services range across the spectrum of operational requirements. Approval of this initiative is essential for Asset Management (Fleet) to ensure successful Fleet readiness and availability. This service agreement will aid in keeping the overall cost down across the board and enable great production for the City of Corpus Christi.

PROCUREMENT DETAIL:

Finance & Procurement conducted a competitive Request for Bid process to obtain bids for a new contract. The City received four responsive bids. Staff is recommending the award to the lowest, responsive, responsible bidder Rittgers' Services, Inc. dba Greatstate Transmissions. The labor rate has increased by 21% from the last agreement in 2020.

ALTERNATIVES:

The alternative is to obtain transmission repair services on individual service agreements or purchase new transmissions which can result in a higher cost and longer downtime due to unforeseen transmission failures and availability of transmissions.

FISCAL IMPACT:

The fiscal impact for FY 2023 is \$54,527.78 for this three-year service agreement. The remaining cost of \$338,072.22 will be budgeted in future years through the annual budget process.

FUNDING DETAIL:

Fund:	5110	Fleet Maint Svc
Organization/Activity	40170	Fleet Operations
Mission Element	202	Maintain the fleet
Project # (CIP only)	N/A	
Account:	530100	Vehicle Repairs

RECOMMENDATION:

Staff recommends approval of this three-year service agreement with Rittgers' Services, Inc. dba Greatstate Transmission for offsite transmission repairs for class 4-8 vehicles as presented.

LIST OF SUPPORTING DOCUMENTS:

Bid Tabulation
Service Agreement