



AGENDA MEMORANDUM

Future Item for the City Council Meeting of November 13, 2018
Action Item for the City Council Meeting November 27, 2018

DATE: November 13, 2018

TO: Keith Selman, Interim City Manager

FROM: Jim Davis, Director of Asset Management
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Service Agreements for Mobile Tire Repairs for Fleet Maintenance

CAPTION:

Motion authorizing three one-year service agreements for mobile tire repair with Southern Tire Mart, LLC of Columbia, Mississippi, E.B. Creager Tire & Battery, Inc. of Corpus Christi, Texas, and Joel Gonzalez, dba Gonzalez Tire Service of Corpus Christi, Texas for the total combined amount of \$140,000 with a one-year option for a total potential multi-year amount of \$280,000.

Southern Tire Mart, LLC.
Columbia, Mississippi
\$80,000

E.B. Creager Tire & Battery, Inc.
Corpus Christi, Texas
\$40,000

Gonzalez Tire Service
Corpus Christi, Texas
\$20,000

PURPOSE:

This item is to approve the service for mobile tire repairs for Fleet Maintenance.

BACKGROUND AND FINDINGS:

The Fleet Maintenance Service Station has the need to approve a service contract for mobile tire repairs. This service agreement will allow the contractors to perform tire repairs and or replacements in a timely manner. The service agreements will enable the Fleet Maintenance to meet the high demand for repairs and replacements of tires to keep

up with the City's Vehicle Fleet Operation.

The Purchasing Division conducted a competitive RFB process to obtain bids. The City received six bids. The bid included three groups of tires to be priced, Group 1 (Light Passenger and Truck Tires), Group 2 (Medium Tires to Class 8 Tires) and Group 3 (Off the Road Tires). This bid indicated a primary and secondary award would be established for each group to provide for a backup contractor in the event the primary contractor is unable to provide the service on a timely basis as indicated. An estimated 60/40 percentage split is projected for each of the contractors by group. Staff is recommending Southern Tire Mart, LLC the lowest, responsive, responsible bidder as the primary contractor for groups 1, 2 and 3, E.B. Creager Tire & Battery, Inc. as the secondary contractor for groups 1 and 3; and Gonzalez Tire Service as the secondary contractor for group 2. Therefore, staff recommends award to these three Contractors to provide these needed services.

ALTERNATIVES:

No alternatives

OTHER CONSIDERATIONS:

None

CONFORMITY TO CITY POLICY:

This purchase conforms to the City's purchasing policies and procedures and State statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Non-emergency

DEPARTMENTAL CLEARANCES:

Asset Management

FINANCIAL IMPACT:

X Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2018-2019	Current Year	Future Years	TOTALS
Line Item Budget	\$2,518,036.00	\$163,333.00	\$2,681,369.00
Encumbered / Expended Amount	\$319,733.02	\$0.00	\$319,733.02
This item	\$116,667.00	\$163,333.00	\$280,000.00
BALANCE	\$2,081,635.98	\$0.00	\$2,081,635.98

Fund(s): Fleet Maint Svc

Comments:

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Bid Tabulation

Service Agreements (3)