



AGENDA MEMORANDUM

Future Item for the City Council Meeting of February 12, 2019
Action Item for the City Council Meeting of February 19, 2019

DATE: February 12, 2019

TO: Keith Selman, Interim City Manager

FROM: Jim Davis, Director of Asset Management
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Offsite Repairs of Ford Vehicles for Asset Management
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CAPTION:

Motion authorizing a one-year service agreement for offsite repairs of Ford vehicles with Crosstown Partners Inc., dba Sames Ford of Corpus Christi, Texas for an amount not to exceed \$478,500, with a one-year option for a total potential multi-year amount of \$957,000.

PURPOSE:

This item is to approve the service for offsite repairs of Ford vehicles for Fleet Maintenance a division of Asset Management.

BACKGROUND AND FINDINGS:

Fleet Maintenance has the need for a service contract to perform offsite repairs of Ford vehicles. This service agreement will allow the contractor to perform vehicle repairs and or replacements of parts in a timely manner. The service agreement will enable Fleet Maintenance Division to meet the high demands for offsite repairs of Ford vehicles.

The Purchasing Division conducted a competitive RFB process to obtain bids. The City received one bid, and is recommending Crosstown Partners Inc., dba Sames Ford of Corpus Christi.

ALTERNATIVES:

N/A

OTHER CONSIDERATIONS:

Not applicable

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	\$1,781,652.79	\$677,875.00	\$2,459,527.79
Encumbered / Expended Amount	\$713,788.42	\$0.00	\$713,788.42
This item	\$279,125.00	\$677,875.00	\$957,000.00
BALANCE	\$788,739.37	\$0.00	\$788,739.37

Fund(s): Fleet Maint. Svc.

Comments:

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Bid Tabulation
Service Agreement