



AGENDA MEMORANDUM

Action Item for the City Council Meeting April 27, 2021

DATE: April 27, 2021

TO: Peter Zanoni, City Manager

FROM: Charles Mendoza, Director of Asset Management
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Mobile Tire Repair for Asset Management Fleet Maintenance Division

CAPTION:

Motion authorizing a three-year supply agreement with Southern Tire Mart, LLC of Columbia, Mississippi, E.B. Creager Tire & Battery, Inc. of Corpus Christi, Texas, and Vicente Cavazos Jr, dba Cavazos Tire Service of Corpus Christi, Texas in amount not to exceed \$166,000.00, for Mobile Tire Repair for Asset Management Department, Fleet Division, with FY2021 funding in the amount of \$27,600.00 available through the Fleet Maintenance Service Fund.

SUMMARY:

This motion authorizes a three-year service agreement that will provide mobile tire repairs to the City's Fleet with the following:

Southern Tire Mart, LLC
Corpus Christi, Texas
\$80,000.00

E.B. Creager Tire & Battery, Inc
Columbia Mississippi
\$76,000.00

Cavazos Tire Service
Corpus Christi, Texas
\$10,000.00

This tire support will cover heavy and light vehicles and equipment such as, garbage trucks, front end loaders, dump trucks, ½ ton to 1-ton trucks, vans, sedans and trailers.

BACKGROUND AND FINDINGS:

The Fleet Maintenance Service Station is asking approval of a service contract for mobile tire repairs. This service agreement will allow the contractors to assist with tire repairs and or replacements to approximately 1,525 units in a timely manner. 67% of repairs are completed by in-house employees in a timely manner. The service agreements will enable Fleet Maintenance to meet the high demand for repairs and replacement of tires to keep up with the City's Vehicle Fleet Operation.

PROCUREMENT DETAIL:

The Purchasing Division conducted a competitive request for bids (RFB) process to obtain bids. The City received four responsive 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 and 2, E.B. Creager Tire & Battery, Inc. as the secondary contractor for groups 1, 2, and 3; and Cavazos Tire Service as the primary contractor for group 3. Therefore, staff recommends award to these three Contractors to provide these needed services.

ALTERNATIVES:

An alternative would be not to secure a long-term service agreement. However, the Asset Management, Fleet Division, would have to make repairs with limited staff which would not be as productive and be much more time consuming.

FISCAL IMPACT:

The fiscal impact for Asset Management in FY2021 is estimated at \$27,600.00 for this three-year service agreement. The remaining amount of \$138,400.00 will be budgeted in future years through the annual budget process.

FUNDING DETAIL:

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

RECOMMENDATION:

Staff recommends the approval of this agreement with Southern Tire Mart, LLC of Corpus Christi, Texas, E.B. Creager Tire & Battery, Inc of Columbia Mississippi and Cavazos Tire Service of Corpus Christi, Texas for mobile tire repairs for the City Fleet.

LIST OF SUPPORTING DOCUMENTS:

Bid Tab

Service Agreements