

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	54532	Agenda Number	31.
Meeting Date:	February 25, 2016			
Department:	Purchasing			
Subject				
Authorize award and execution of a 24-month contract with COVERT CHEVROLET to provide Chevrolet parts and repair services in an amount not to exceed \$142,180, with four 12-month extension options in an amount not to exceed \$71,090 per extension option, for a total contract amount not to exceed \$426,540.				
Amount and Source of Funding				
Funding in the amount of \$41,469 is available in the Fiscal Year 2015-2016 Operating Budget of the Fleet Services. Funding for the remaining 17 months of the original contract period and extension options are contingent upon available funding in future budgets.				
Fiscal Note				
There is no unanticipated fiscal impact. A fiscal note is not required.				
Purchasing Language:	Sole bid received from the current provider.			
Prior Council Action:				
For More Information:	Sandy Wirtanen, Senior Buyer, 512-974-7711			
Boards and Commission Action:				
Related Items:				
MBE / WBE:	This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9D Minority Owned and Women Owned Business Enterprise Procurement Program. For the goods and services required for this solicitation, there were an insufficient subcontracting opportunities; therefore, no subcontracting goals were established.			
Additional Backup Information				

The contract is to provide original equipment manufacturer parts and repair services for the 458 City-owned Chevrolet light-duty vehicles and trucks. The parts and repair services will be used to supplement the repairs performed by Fleet Service Technicians at Fleet Service Centers to ensure the continuity of fleet services to City departments.

The current contract expires May 16, 2016 with no remaining options. A contract is needed to ensure parts and repair services are available to minimize delays in the maintenance and repairs for vehicles. If the City is unable to enter into a contract, Fleet services will not have a reliable and continuous source for purchasing parts and repair services for Chevrolet light duty vehicles and trucks. In addition, the purchase of parts and repair services will be on an as-needed basis at open market costs which are typically higher than contract pricing.

A complete solicitation package, including bid tabulation, is on file with the City's Purchasing Office and is available on the City's Financial Services Austin Finance Online website. Link: [Solicitation Documents](#).

MBE/WBE solicited: 4/0

MBE/WBE bid: 0/0

#### **BID TABULATION**

##### **IFB 7800 SLW0108**

Parts and Repair for Chevrolet Vehicles

#### **Vendor**

#### **Total Bid Sample Items**

Covert Chevrolet  
Bastrop, TX

\$64,215

A complete bid tabulation is on file in the Purchasing Office and is on the City's Financial Services Austin Finance Online website at: [https://www.austintexas.gov/financeonline/vendor\\_connection/solicitation/search.cfm](https://www.austintexas.gov/financeonline/vendor_connection/solicitation/search.cfm)

#### **PRICE ANALYSIS**

- a. Sole bid received.
- b. 101 notices were sent including four MBEs. There are no known WBEs listed for this commodity. One bid was received with no response from the MBEs.
- c. The pricing offered represents a 12% increase in the labor rate when compared to the last contract executed in February 2010. This is in line with an 18% increase in the consumer price index for motor vehicle maintenance and repair.
- d. Vendor proposed a 14% mark-up to their pricelist.

#### **APPROVAL JUSTIFICATION**

- a. Sole bid. Covert Chevrolet is the current provider of these goods and services.
- b. The Purchasing Office concurs with the Fleet Service's recommended award.
- c. Advertised in the Austin American Statesman and on the internet.