

ACTION FORM BRYAN CITY COUNCIL

DATE OF COUNCIL MEETING: August 25, 2015		DATE SUBMITTED: July 24, 2015	
DEPARTMENT OF ORIGIN: Fleet Services		SUBMITTED BY: Bobby Walker	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	STRATEGIC INITIATIVE:
<input type="checkbox"/> BCD	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1ST READING	<input checked="" type="checkbox"/> PUBLIC SAFETY
<input type="checkbox"/> SPECIAL	<input checked="" type="checkbox"/> CONSENT	<input type="checkbox"/> 2ND READING	<input checked="" type="checkbox"/> SERVICE
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> STATUTORY		<input type="checkbox"/> ECONOMIC DEVELOP.
<input type="checkbox"/> WORKSHOP	<input type="checkbox"/> REGULAR		<input type="checkbox"/> INFRASTRUCTURE
			<input type="checkbox"/> QUALITY OF LIFE
AGENDA ITEM DESCRIPTION: Consider approval of four (4) blanket purchase orders (BPOs) with local vendors (in Bryan and College Station) for the purchase of new tires in a not to exceed amount of \$180,000.00.			
SUMMARY STATEMENT: Fleet Services respectfully requests the City Council approve authorizing the Purchasing Department to issue blanket purchase orders (BPOs) with four (4) local vendors (in Bryan and College Station) for the purchase of new tires. Staff continuously reviews all options to encourage local participation in the bid process and in an effort to obtain the best value for the City.			
<p>After a recent review, utilizing existing cooperative purchasing contracts was determined to be the best suitable course of action to purchase new tires for City vehicles and equipment. When necessary, tire purchases will be obtained through the State of Texas Multiple Award Schedule (TXMAS), the BuyBoard (which is administered by the Texas Association of School Boards and is endorsed by the Texas Municipal League and the Texas Association of Counties), and The Cooperative Purchasing Network (TCPN). Each of the cooperatives is carefully and competitively bid and awarded individual contracts.</p> <p>Using the above listed purchasing contracts results in local vendors being available to the City. Staff continuously reviews contract pricing from the four vendors listed below for the different tire sizes most frequently used in the fleet operations by the various user departments. The lowest unit price is selected by each vendor to maximize savings. Based on this analysis and historical purchases, City staff anticipates spending approximately \$150,000; however, the request amount of \$180,000 provides some flexibility should the City experience an atypical year. This amount does not include tires needed with less frequency, i.e. backhoes, tractors, excavator tracks, etc.</p> <p>If the City Council approves this agenda item, Blanket Purchase Orders (BPOs) will be issued to the following vendors in the stated amounts:</p> <ul style="list-style-type: none"> • Southern Tire Mart (Bryan, TX): \$60,000.00 • Strouhal Tire Inc. (Bryan, TX): \$15,000.00 • Goodyear Truck and Tire Center (Bryan, TX): \$90,000.00 • Pilger's Tire & Auto Center (College Station, TX): \$15,000.00 <p>Historical expenditures for tires are as follows:</p> <ul style="list-style-type: none"> • FY2010 - \$125,500 • FY2011 - \$148,500 • FY2012 - \$140,000 • FY2013 - \$133,000 • FY2014 - \$158,500 • FY2015 - \$145,258 (to date) 			

These contracts do not include tire repair or roadside service. About three years ago, tire repair and roadside service was bid separately with Goodyear Truck and Tire Center being awarded the contract. The tire repair and roadside service contract was awarded in a not to exceed amount of \$18,750. This specific contract was recently extended based on the same pricing as received one year ago.

STAFF ANALYSIS AND RECOMMENDATION: Having multiple contracts allows the City to select the best tire price from local vendors (in Bryan and College Station) to achieve the best value for the City. Multiple contracts require staff to coordinate the receipt of tires to the tire service vendor. These contracts will expend public funds.

Staff recommends the City Council approve the contracts for the listed vendors. By having multiple vendors available to provide tires, the City can pick the best value for the tire size and type required. Staff continuously evaluates the bid prices for each vendor as contracts expire, are renewed, or replaced by new contracts. Staff believes the amounts listed above for each vendor will meet the needs of the City. The requested amounts for each vendor may change as dictated by changing contracts, but the overall aggregate requested amount should remain not greater than \$180,000.00.

OPTIONS (In Suggested Order of Staff Preference):

1. Approve the Blanket Purchase Orders (BPOs) as requested for each vendor.
2. Solicit formal bids and award a contract to a single vendor.
3. Do not approve and provide direction to staff.
4. Pursue some other option.

ATTACHMENTS: na

FUNDING SOURCE: Department operating budgets as budgeted (General Fund and Enterprise Funds)

APPROVALS: Hugh R. Walker, 08/09/2015

APPROVED FOR SUBMITTAL: CITY MANAGER

APPROVED FOR SUBMITTAL: CITY ATTORNEY

Revised 05/2013