

**CITY OF TEMPE  
REQUEST FOR COUNCIL ACTION**
**Council Meeting Date: 08/18/2016  
Agenda Item: 5B11**

**ACTION:** Approve the award of 35 one-year contracts with four, one-year renewal options to firms that supply full service repairs and repair parts for City vehicles and equipment.

**FISCAL IMPACT:** Total combined cost of these 35 contracts shall not exceed \$350,000 during the one-year contract period. Sufficient funds have been appropriated in the General Fund – cost center 3262 (Fleet Services Maintenance) – for the anticipated expenditures.

**RECOMMENDATION:** Approve the award of the contracts.

**BACKGROUND INFORMATION:** (RFP 16-159) The City of Tempe issued a Request for Proposal (RFP) to establish contracts with firms to provide full service repairs and to provide for the purchase of repair parts necessary to affect repairs to City vehicles and equipment.

Because of the broad diversity of vehicle brands and types of equipment that make up the City fleet (approximately 1,150 vehicles and pieces of equipment) it is necessary to have a large variety of firms under contract from which the needed parts and repair services may be obtained.

The City is currently utilizing a combination of Tempe issued and cooperative contracts to secure the necessary repair parts and services.

There are two distinct groups covered by this series of contracts:

- Full service repair firms who will be used when City staff, because of workload, are unable to facilitate repairs in a timely manner
  - Time and materials contracts with established labor rates and fixed discounts on parts
- Firms who provide necessary repair parts for City staff to affect repairs on vehicles and equipment
  - Discounts offered by the firm is fixed by the contract

**Evaluation Process**

Thirty-five firms submitted offers which were reviewed by a committee composed of City staff using the following criteria:

Criteria	Weight
Cost	4 (27%)
Parts	4 (27%)
Quality	
Compatibility	
Warranty	
Customer Service	2 (13%)
Invoicing meets City requirements	
Access to current pricing information	
Geographic proximity to Fleet Maintenance	2 (13%)
Firm	2 (13%)
Business stability	
References	
References	

Overall response to RFP	1 ( 7%)
Quality, composition and completeness of response	
Firms acceptance of City of Tempe terms and conditions	

Results of Scoring

The committee reviewed the submittals and determined that all submitting firms could provide needed services or parts to the City. Therefore, it is the recommendation of the committee that contracts be awarded to all submitting firms as follows:

Cummins Rocky Mountain, Auto Safety House, Red Eye Radiator, Southwest Diesel & Electrical, Courtesy Chevrolet, LZ Delta, Laca Equipment, Balar Equipment, O'Reilly Auto Enterprises, Wayne Engineering, Elliott Auto Supply, Earnhardt Ford Sales, Serck Radiator, H & E Equipment Services, Arizona Rubber Company, Arizona Refuse Sales, American Equipment Service, Berge Ford, Colby Welding & Radiator, Perez Auto, RDO Equipment, Quality Vans & Specialty Vehicles, Bingham Equipment Co., GCR Tire, Empire Southwest, USD Inc., Redburn Tire Co., Hosepower, Jacobsen, Rush Truck Centers of Arizona, The Lighthouse, McNeilus Truck & Manufacturing, Arizona Brake & Clutch Supply, Freightliner of Arizona and Midway Chevrolet

Fleet will monitor utilization over the initial term of the contract and make recommendations for renewal based on pricing, vendor performance and need for the contract.

**ATTACHMENTS:** Vendor Offer Pages

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 Legal review by: David Park, Assistant City Attorney  
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