



City Council Report

Date: August 18, 2014
To: City Council
Through: Alex Deshuk, Manager of Technology and Innovation
From: Edward Quedens, MPA, C.P.M., CPPO, Business Services Director
Matt Bauer, MBA, CPPO, CPPB, CPSM, Procurement Administrator
Subject: Three-Year Term Contract for Police Motorcycle Maintenance and Repair Services for the Police Department **(Citywide)**

Purpose and Recommendation

Council is requested to approve the Term Contract for Police Motorcycle Maintenance and Repair Services as recommended. A committee representing Fleet Services and Purchasing evaluated responses.

The evaluation committee recommends awarding the contract to the highest scored proposal from Probit Cycle, Inc. (a Mesa business) at \$135,000.00 annually, based on estimated requirements.

Background / Discussion

This contract will provide for the maintenance and repair of the Police Department's motorcycle fleet which consists of twenty-nine units; twenty-five utilized for traffic enforcement and four older motorcycles for training new officers. The Kawasaki ZG1400 has been specified for the motorcycle fleet.

Staff from Fleet Services evaluated the proposals based on the Evaluation Criteria elements: Experience/ Training; Capacity to Perform Repairs; Location and Type of Facilities; Conformance to RFP Requirements and Price. The highest scored proposal, Probit Cycle, Inc. is being recommended for award.

Probit has provided motorcycle maintenance and repair services to the City since 2001 and is located 3.4 miles from the City. The other response was from Northwest Motorsports which is located 33 miles away which poses several disadvantages, such as, there is no drive-up option, motorcycles will need to be picked up and delivered which may take 2 to 4 hours, and the cost of \$40 round-trip applies for pick up repairs.

Alternatives

Council may choose not to authorize the purchase and new responses will be solicited.

Fiscal Impact

The annual contract amount is funded by the Fleet Services department operating budget.

Coordinated With

Fleet Services, Police and Purchasing

PURCHASING INFORMATION

Action: Initial Award

Procurement Type: Request for Proposals

Solicitation Number: 2014256

Vendors Registered on Bid List: 18 (4 Mesa)

Advertising: Arizona Republic, Bid Net, Record Reporter, Procure AZ and Purchasing Website

Downloads: Twelve

Responses: Two

Local Consideration: Policy did not apply to this procurement method

Protests Received: None

Initial Contract Term: Three years

Possible Renewals: Two, one-year renewal subject to future Council consideration

Prices: Future price increases are capped by the Consumer Price Index

Pricing Available to Other Cooperative Agencies: Yes

Proposals were received on Wednesday, May 21, 2014:

Moving Forward Arizona LLC dba North Valley Motorsports - Phoenix, AZ

Probity Cycle Inc. - Mesa, AZ

"No Bid" response received from:

Vanguard Truck Center – Phoenix, AZ

Proposal Scoring Results:

Evaluation Criteria Elements / Points Possible	Probity Cycle Inc. Mesa, AZ	North Valley Motorsports Phoenix, AZ
Experience / Training – Includes the amount of experience and the level of OEM training of the vendor's repair personnel as it relates to performing the scope of work / 250	250	215
Capacity to Perform Repairs – Includes experience and level of OEM training of the vendor's repair personnel as it relates to performing the scope of work / 200	200	150
Location and Type of Facilities – Location of the repair facility, ease of facility access and capacity for storage and security. Facility shall be located within a 10-mile radius of the City of Mesa Fleet Services Yard, 310 East Sixth Street, Mesa AZ 85201 / 100	100	0
Conformance to RFP Requirements / 50	50	40
Price / 400	(\$11,424.23) 261	(\$7,446.04) 400
TOTAL / 1,000	<u>861</u>	805

AWARD RECOMMENDATION

Probity Cycle, Inc.
Mesa, AZ

Description
<p>Motorcycle Maintenance and Repair Services per Terms and Conditions, Specifications and pricing as offered</p> <p>Hourly Labor Rate for Motorcycle Repairs: \$70.00 Flat Rate Hours Derived from: Factory Warranty Flat Rate Guide Discount from Manufacturer's List Price on All New Parts Used to Repair Motorcycles: Percent Off 5 - 20% Effective Date of Manufacturer's List Price 1/1/2014 Miscellaneous Charges (Per Motorcycle) with a Description of the Miscellaneous Charges: Shop Supplies Charge: 10% of Labor up to a maximum of \$15.00 per Invoice Tire Disposal Fee: \$2.00 Waste Oil Fee: \$3.00</p> <p>Annual Contract Amount: <u>\$135,000.00</u></p>