



# City Council Report

**Date:** April 16, 2018  
**To:** City Council  
**Through:** Michael Kennington, Chief Financial Officer  
**From:** Edward Quedens, Business Services Director  
Matt Bauer, Procurement Administrator  
**Subject:** One-Year Renewal to the Term Contract for Tire Maintenance and Repair Services for the Fleet Services Department **(Citywide)**

## Recommendation

Council is requested to approve the contract renewal as recommended.

The Fleet Services Department and Purchasing recommend authorizing the renewal contract with Jack's Tire & Oil Management Company, Inc., at \$400,000.00, based on estimated usage.

## Background

This contract provides tire maintenance and repair services on all wheeled equipment maintained by the Fleet Services Department. The City's overall fleet size is approximately 1,600 units. Work includes providing all labor, equipment, tools, service trucks and services required for inspection, scheduled maintenance and repairs of all wheeled equipment (monitor and maintain proper tire pressure, check tire tread depth, rotate tires, repair, install new tires, inspect, and submit reports), and emergency road calls for repairs to wheeled equipment.

The vendor agreed to renew the contract under the same terms, conditions and current pricing. The City has been satisfied with the vendor's performance. This contract continues to be advantageous to the City and it is in the City's best interest to renew the contract.

## Purchase Information

Action: Renewal (1<sup>st</sup> of 2 possible)  
Procurement Type: Request for Proposals  
Contract Number: 2015117  
Responses Received: 3  
Original Council Approval Date: 2/9/2015  
Initial Contract Term: Three years  
Funding Source: The purchase is funded in the Fleet Services Department operating budget