



City Council Report

Date: November 4, 2019
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: Three-Year Term Contract with Two Years of Renewal Options for Automobile Dealers Eligibility List for Citywide Departments as requested by the Fleet Services and Mesa Fire and Medical Departments **(Citywide)**

Recommendation

Council is requested to approve the award as recommended.

A committee representing the Fleet Services and Mesa Fire and Medical Departments, and Purchasing evaluated responses. The evaluation committee recommends awarding the contract to the qualified and responsive proposals from Courtesy Auto of Mesa, LLC, dba Courtesy Chrysler Dodge Jeep Ram of Superstition Springs (a Mesa business); Courtesy Chevrolet; Findlay Automotive, dba Findlay Auto; Larry H Miller Ford (a Mesa business); Midway Chevrolet Company, LLC, dba Midway Chevrolet; PFVT Motors, LLC, dba Peoria Ford; and San Tan Auto Partners, LLC, dba San Tan Ford; at \$3,700,000 annually, based on estimated usage, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

Background / Discussion

This contract will provide a non-exclusive, pre-approved list of full-service auto dealers to provide the City price quotes on the purchase, delivery, warranties and full-service maintenance (if needed) of new vehicles on an as-needed basis. Fleet Services and Mesa Fire and Medical Departments typically purchase new and replacement light-duty ½ ton, ¾ ton, 1-ton trucks, sedans, SUV's, minivans and Police Patrol vehicles.

This automotive dealer eligibility list will change the City's current procurement process for vehicle purchases. The City will no longer issue bid and proposal solicitations for the City's vehicle purchases throughout the year.

The City will issue an Order Guide/Quote Sheet when requesting quotes with a detailed description of the vehicle(s) to include the make, model, options and optional equipment. Each Contractor will have five business days from the issue date of the Quote to return a response (price). The response must include a base price, requested options and any optional pricing registration, title, insurance, taxes, all prep fees (if applicable) and estimated delivery time. The Contractor providing the lowest, responsive quote will be awarded the purchase.

Staff believes the automotive dealer eligibility list will improve and expedite the City's vehicle purchases by obtaining quotes on an as needed basis from the pre-approved vendors.

The City received seven proposals, of which all met the minimum qualifications. The evaluation committee then scored the proposals based on the evaluation criteria in the solicitation; even though there were some exceptions, such as no P-card usage and unable to authorize Mesa as an authorized warranty repair facility, the committee agreed the exceptions listed are minor and would be in the best interest of the City to accept. Based upon the evaluation results, the evaluation committee agreed that all seven respondents submitted advantageous proposals. Award is being recommended to them and these Contractors will be placed onto the pre-approved list of full-service auto dealers. The evaluation committee unanimously agreed on the recommendation.

Purchase Information

Action: Award

Procurement Type: Request for Proposals

Contract Number: 2019195

Local Consideration: The Mesa bidder was already the lowest, responsive and responsible bidder

Protests Received: None

Initial Contract Term: Three years

Possible Renewals: Up to a maximum of two years, renewals subject to Administrative review and approval

Funding Source: Replacement vehicles funded by the Vehicle Replacement Fund.

Various Funds and Sub Funds dependent on the City Department purchasing the vehicle.

Proposal Responses

Courtesy Auto of Mesa, LLC, dba Courtesy Chrysler Dodge Jeep Ram of Superstition Springs - Mesa, AZ

Courtesy Chevrolet - Phoenix, AZ

Findlay Automotive, dba Findlay Auto - Bullhead City, AZ

Larry H Miller Ford Mesa - Mesa, AZ

Midway Chevrolet Company, LLC, dba Midway Chevrolet - Phoenix, AZ

PFVT Motors, LLC dba Peoria Ford - Peoria, AZ

San Tan Auto Partners, LLC, dba San Tan Ford - Gilbert, AZ

Final Scoring

Respondent	Total Points Possible / 100
Courtesy Chrysler Dodge Jeep Ram of Superstition Springs (Recommended)	<u>100</u>
Courtesy Chevrolet (Recommended)	<u>100</u>
Findlay Auto (Recommended)	<u>98</u>
Larry H Miller Ford Mesa (Recommended)	<u>98</u>
Midway Chevrolet (Recommended)	<u>96</u>

Peoria Ford (Recommended)	<u>88</u>
San Tan Ford (Recommended)	<u>86</u>