



# City Council Report

**Date:** January 13, 2020  
**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 Light- Duty and Police Vehicle Maintenance and Repair Services for the Fleet Services Department (**Citywide**)

## Recommendation

Council is requested to approve the award as recommended.

A committee representing the Fleet Services Department and Purchasing evaluated responses. The evaluation committee recommends awarding the contract to the qualified proposals from Larry H Miller Ford Mesa (a Mesa business); B&T Vivian Investment Company LLC, dba Thompson's Auto Repair & Towing (a Mesa business); Viking Auto Repair, dba Dave's Auto Repair Clinic (a Mesa business); Friendly Auto Centers, LLC (a Mesa business); and Henry Brown Buick GMC, at \$250,000 annually, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

## Background / Discussion

This contract will provide non-exclusive vendors for the maintenance and repair of the City's fleet of sedans, light duty trucks, sport utility vehicles and vans. The City has approximately 1178 light-duty vehicles which includes approximately 570 police patrol, undercover and administrative vehicles which are repaired and maintained in a joint effort by City and the vendors. These vehicles generally range in age from new to fifteen years and may have up to 200,000 odometer miles. Most major American and a few foreign manufacturers are represented. A portion of the fleet operates on compressed natural gas.

Due to having multiple manufacturers and a large volume of vehicles that may require diagnostic testing for electronic and warranty issues, it is necessary to have manufacturer's authorized dealers for GM and Ford. This ensures the City has an authorized dealer (manufacturer) to diagnose and repair GM and Ford vehicles and also allows preventative maintenance to be completed in a timely and cost-effective matter.

An initial solicitation (RFP No. 2020033) was issued on 9/3/2019 and only one submittal was received. It was determined that one response was insufficient to support Fleet Services' needs. The City and the single respondent (B&T dba Thompson's Auto) agreed that their response would be held and accepted with the re-solicitation.

On 10/3/2019, the City solicited a second solicitation for Light-Duty and Police Vehicle Maintenance and Repair Services to registered and known vehicle maintenance and repair shop providers. Four additional proposals were received on 10/23/2019.

All five proposals were evaluated by an evaluation committee in accordance with the City's established policies and procedures; all five vendors met the minimum requirements. The evaluation committee then scored the proposals based on the scoring criteria in the solicitation. Award is recommended to all five respondents: Larry H Miller Ford Mesa; Thompson's Auto Repair & Towing; Dave's Auto Repair Clinic; Friendly Auto Centers, LLC; and Henry Brown Buick GMC. The evaluation was conducted by and points were awarded by consensus by the evaluation committee.

Fleet Services is recommending award to Larry H Miller and Henry Brown due to the need for an authorized Ford and GM dealership for warranty and OEM specific repairs. Fleet Services is recommending award to Thompson's Auto Repair & Towing, Friendly Auto Centers, and Dave's Auto Repair Clinic, due to the need for outsourcing repairs during times of high demand as well as supporting the City's vehicle refurbishment program.

**Purchase Information**

Action: Award  
 Procurement Type: Request for Proposals  
 Contract Number: 2020083  
 Local Consideration: Policy did not apply to this procurement method  
 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: The purchase is funded in the Fleet Services Department operating budget through the Fleet Internal Services Fund

**Proposal Responses**

B&T Vivian Investment Company LLC, dba Thompson's Auto Repair & Towing - Mesa, AZ  
 Friendly Auto Centers, LLC - Mesa, AZ  
 Henry Brown Buick GMC - Gilbert, AZ  
 Larry H Miller Ford Mesa - Mesa, AZ  
 Viking Auto Repair dba, Dave's Auto Repair Clinic - Mesa, AZ

**Final Scoring**

Respondent	Total Points Possible / 800
Larry H Miller Ford Mesa (Recommended)	<u>625.04</u>
Thompson's Auto Repair & Towing (Recommended)	<u>598.27</u>
Dave's Auto Repair Clinic (Recommended)	<u>556.58</u>
Friendly Auto Centers, LLC (Recommended)	<u>555.05</u>
Henry Brown Buick GMC (Recommended)	<u>438.38</u>