



# CITY OF PLANO COUNCIL AGENDA ITEM

<b>CITY SECRETARY'S USE ONLY</b>					
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory					
Council Meeting Date:		May 9, 2016			
Department:		Procurement and Project Management			
Department Head		Diane Palmer-Boeck			
Agenda Coordinator (include phone #): <b>Teresa Shelstad Ext:7539</b>					
<b>CAPTION</b>					
Bid No. 2016-0105-C for a one (1) year contract with three (3) one-year renewals for Inventory Control & Asset Disposal (ICAD) from American Tire Distributors, A to Z Tire Battery, Inc., and Tire Centers LLC in the estimated annual amount of \$391,699, and authorizing the City Manager to execute all necessary documents.					
<b>FINANCIAL SUMMARY</b>					
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP					
FISCAL YEAR:	<b>2015-16 thru 2019-20</b>	<b>Prior Year (CIP Only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Budget		0	2,140,492	1,370,946	<b>3,511,438</b>
Encumbered/Expended Amount		0	-1,169,067	0	<b>-1,169,067</b>
This Item		0	-195,849	-1,370,946	<b>-1,566,795</b>
BALANCE		0	775,576	0	<b>775,576</b>
<b>FUND(s):    WAREHOUSE</b>					
<p><b>COMMENTS:</b> This item approves price quotes. Expenditures will be made in the Inventory Stock Department based on need within the approved budget appropriations for each year of the contract. The estimated amount to be spent in FY 2015-16 is \$195,849. The estimated future annual amount to be spent in FY 2016-17 is \$391,699, FY 2017-18 \$391,699, FY 2018-19 \$391,699 and FY 2019-20 \$195,849, which will be made within approved budget appropriations. Remaining balance will be used for other Inventory purchases.</p> <p><b>STRATEGIC PLAN GOAL:</b> Providing Inventory Stock Tires for Repair and Maintenance of City Vehicles and Equipment relates to the City's Goal of a Financially Strong City with Service Excellence.</p>					
<b>SUMMARY OF ITEM</b>					
See attached recommendation memo.					
List of Supporting Documents: Recommendation Memo Bid Recap			Other Departments, Boards, Commissions or Agencies		



# Memorandum

**Date:** April 29, 2016  
**To:** Teresa Shelstad, Purchasing Buyer  
**From:** Josh Mathewes, Inventory Control/Asset Disposal Supervisor  
**Subject:** Award of Bid # 2016-0105-C Tires

It is the recommendation from Inventory Control/ Asset Disposal (ICAD) based on inventory requirements and Fleet based on specifications to award 2016-0105-C by line item as follows versus a total award to one vendor due to the total dollar savings achieved.

American Tire Distributors met specifications and provided the lowest bid on lines 1, 2, 3, 4, 5, 6, 16, 17 and 18. Upon tire specification evaluation it was determined that American Tire Distributors also provided the lowest responsive/ responsible bids to meet specifications on line items 7, 8, 9, 10, 11, 12, and 13. Both A to Z Tire Battery, Inc. and Tire Centers LLC provided lower bids on lines 7, 8, 9, 10, 11, 12 and 13; however, both vendors failed to meet specifications. Southern Tire Mart also provided a lower bid on lines 8, 9, 10, 11, 12 and 13; however, they also failed to meet specifications. Both GCR Tires and Smiley Tire provided a lower bid on line 13; however, they failed to meet specifications. Goodyear Commercial Tire and Service Centers provided the lowest bid that met specifications for line items 3 and 16; however, during the pre-award meeting Goodyear Commercial Tire and Service Centers stated they could not honor the bid pricing for line item 16. Goodyear Commercial Tire and Service Centers sent purchasing an email withdrawing their bid on April 26, 2016. Southern Tire Mart provided a lower bid on line 3; however, they failed to meet specifications. To reduce administration cost it is our recommendation to award line item 3 to American Tire Distributors.

A to Z Tire Battery, Inc. provided the lowest bid pricing that met specifications for line item 14.

Tire Center LLC provided the lowest bid meeting specifications for line item 15. Southern Tire Mart and A to Z Tire Battery Inc. both provided a lower bid; however, both vendors failed to meet specifications.

It is the recommendation of Inventory Control and Asset Disposal to award bid 2016-0105-C by line item as follows:

American Tire Distributors:  
Line items: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 16, 17 and 18  
Estimated amount: \$358,503.74

A to Z Tire Battery, Inc.  
Line item: 14  
Estimated amount: \$6,600

Tire Centers LLC  
Line item: 15  
Estimated amount: \$26,595

Estimated total overall amount: \$391,698.74

Failure to award this bid could result in extended lead times, prolonged down time to City Fleet vehicles and equipment, higher procurement costs and the inability to provide inventory in an emergency or maintenance situation.

The specifics of this bid are on file with the Procurement and Project Management Division.

Josh Mathewes  
Inventory Control/Asset Disposal  
Supervisor

**CITY OF PLANO**  
**BID NO. 2016-0105-C**  
**Tires**

**BID RECAP**

---

---

**Bid opening Date/Time:** February 15, 2016 @ 2pm

**Number of Vendors Notified:** 541

**Vendors Submitting "No Bids":** 0

**Bids Evaluated Non-Responsive to Specifications:** 0

**Number of Bids Submitted Responsive to Bid:** 8

American Tire Distributors	\$399,698
Southern Tire Mart	\$404,285
GCR Tires	\$423,437
Smiley Tire	\$488,430
Hunter Tires Inc.	\$596,793
Goodyear Commercial Tire & Service Centers	\$344,042
A to Z Tire Battery, Inc.	\$217,624
Tire Centers LLC	\$264,173

**Recommended Vendors:**

American Tire Distributors:  
Line items: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 16, 17 and 18

	\$358,503.74
--	--------------

A to Z Tire Battery, Inc.  
Line item: 14

	\$6,600
--	---------

Tire Centers LLC  
Line item: 15

	\$26,595
--	----------

Total Estimated Award: \$391,698.74

*Teresa Shelstad*  
Teresa Shelstad  
Buyer

*April 29, 2016*  
Date