

1 **BILL NO. S-11-11-07**

2 **SPECIAL ORDINANCE NO. S-_____**

3 **AN ORDINANCE** approving the awarding of
4 **EXTENSION OF RFP #2457 - CONTRACT FOR**
5 **FLEET MAINTENANCE REPAIRS & FUEL**
6 **SERVICES** by the City of Fort Wayne, Indiana, by
7 and through its Department of Purchasing and
8 **FIRST VEHICLE SERVICES (FVS) for the FLEET**
9 **MANAGEMENT DEPARTMENT.**

10 **NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL**
11 **OF THE CITY OF FORT WAYNE, INDIANA;**

12 **SECTION 1.** That the two (2) year **EXTENSION OF RFP #2457 -**
13 **CONTRACT FOR FLEET MAINTENANCE REPAIRS & FUEL SERVICES**
14 between the City of Fort Wayne, by and through its Department of Purchasing
15 and **FIRST VEHICLE SERVICES (FVS) for the FLEET MANAGEMENT**
16 **DEPARTMENT, respectfully for:**

17 The two (2) year extension of Contract for RFP #2457 with First
18 Vehicle Services for Fleet Maintenance Services;

19 involving a total cost of **THREE MILLION, ONE HUNDRED THIRTY-TWO**
20 **THOUSAND, TWO HUNDRED THIRTEEN AND 00/100 DOLLARS**
21 **(\$3,132,213.00)** all as more particularly set forth in said 2 two (2) year
22 **EXTENSION OF RFP #2457 - CONTRACT FOR FLEET MAINTENANCE**
23 **REPAIRS & FUEL SERVICES** which is on file in the Office of the Department
24 of Purchasing, and is by reference incorporated herein, made a part hereof,
25 and is hereby in all things ratified, confirmed and approved.

SECTION 2. That this Ordinance shall be in full force and effect from and after its passage and any and all necessary approval by the Mayor.

Council Member

APPROVED AS TO FORM AND LEGALITY

Carol Helton, City Attorney

COUNCIL DIGEST SHEET

Enclosed with this introduction form is a tab sheet and related material from the vendor(s) who submitted bid(s). Purchasing Department is providing this information to Council as an overview of this award.

RFPs & BIDS

Bid/RFP #	RFP #2457
Awarded To	First Vehicle Services
Amount	\$3,131,213.00
Conflict of interest on file?	X ☐ Yes ☐ No
Number of Registrants	N/A
Number of Bidders	Three in 2006. The contract started January 1, 2007.
Required Attachments	N/A

EXTENSIONS

Date Last Bid Out	August 2006
# Extensions Granted To Date	Zero (0). Contract allows up to four year extension

SPECIAL PROCUREMENT

Contract #/ID (State, Federal, Piggyback--Authority)	N/A
Sole Source/ Compatibility Justification	N/A

BID CRITERIA (Take Buy Indiana requirements into consideration.)

Most Responsible, Responsive Lowest	X ☐ Yes ☐ No If no, explain below
If not lowest, explain	

COUNCIL DIGEST SHEET

COST COMPARISON

<i>Increase/decrease amount from prior years For annual purchase (if available).</i>	N/A
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DESCRIPTION OF PROJECT / NEED

<i>Identify need for project & describe project; attach supporting documents as necessary.</i>	Contract equipment and vehicle repair for all City Departments except Parks. This will be the first extension of this contract with four years allowed in the contract. At this time we are asking for a two year extension.

REQUEST FOR PRIOR APPROVAL

<i>Provide justification if prior approval is being requested.</i>	NA

FUNDING SOURCE

<i>Account Information.</i>	Department 5300 Series line 536T

Memo

To: City Council, Purchasing
From: Larry Campbell, Fleet Director
Date: 11/9/2011
Re: Fleet Contract Extension RFP #2457 with First Vehicle Services

In regards to the Fleet Maintenance Contract for the City Fleet Garage, RFP #2457, please extend the contract for two (2) years to First Vehicle Services (FVS) for a total cost of \$3,131,213.00. This price will remain the same without an increase for 2012. First Vehicle Services was awarded and started this contract January 1st, 2007. At the time they were the lowest and most responsive bidder as per the City RFP. The contract has gone up 3% each year with any savings from previous yearly contract price split 50/50.

In the original contract there is a maximum of a four (4) year extension. At this time we are asking for a two (2) year extension. In the contract the maximum increase is 3% so the price will not go up more than that in the 2013 budget and the budget will remain flat in 2012. If the consumer price motor vehicle maintenance and repair index for the previous year is lower then the increase will be less than 3%.

First Vehicle Services has been doing a good job for the City of Fort Wayne since they took over the contract. All City locations currently operated by First Vehicle Services are ISO 9001 certified and they have won the OSHA VPP safety award at each location. On the average they have done 21,000 vehicle repair work orders yearly over the contract.

Your consideration and approval for this extension request is greatly appreciated.

Thank you

Larry Campbell

G; shared drive awards 2012 fleet contract extension RFP#2547