



Legislation Text

File #: RES 2018-209, Version: 1

AGENDA ITEM REPORT

TITLE:

A RESOLUTION AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE AN AGREEMENT WITH VECTOR FLEET MANAGEMENT, LLC PURSUANT TO RFP NO. 06-27-18-10.

BACKGROUND:

The City's agreement for fleet management and maintenance services with First Vehicle Services, Inc. is expiring in October. On May 27, 2018, the City issued Request for Proposal (RFP) No. 06-27-18-10 to contract with a qualified firm to provide these services.

DISCUSSION:

Solicitations were electronically sent through the eBid system to fifteen (15) prospective vendors of which two (2) responsive proposals were received from the following vendors: 1) First Vehicle Services, Inc. and 2) Vector Fleet Management, LLC.

The submittals were evaluated by the Selection Committee consisting of Mike Heimbach, Public Works Program Manager; Mike Leonard, Administrative Police Officer; and Suzanne Monington, Transportation Supervisor, based on the criteria listed in the RFP. After evaluating the submittals, the Selection Committee ranked Vector Fleet Management, LLC as number one and recommended that the Negotiation Committee initiate contract negotiations with Vector Fleet Management, LLC.

A Negotiation Committee, consisting of Michael Heimbach, Public Works Program Manager; Michael Leonard, Administrative Police Officer; Kisha Bolden, Budget Manager; Suzanne Monington, Transportation Supervisor; and Ryan Marken, Police Lieutenant, was established to negotiate certain terms of the Agreement. Based on the results of the negotiation, staff recommends awarding the contract to Vector Fleet Management, LLC for a period of five (5) years with the option to extend the agreement for five (5) additional one (1) year periods. The first year anticipated cost is \$818,460, which represents a \$16,721 decrease in our current year's cost.

RECOMMENDATION: Staff recommends approval of this Resolution.

FISCAL IMPACT:

REVENUES: \$ 0

EXPENDITURES: \$ 818,460 - First Year

BUDGETED? Yes

NOTES: Account No. 0175-4605, Fleet Repair and Maintenance Contracts.