



Legislation Text

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DATE: September 23, 2015

TO: Board of Mayor and Aldermen

FROM: Eric Stuckey, City Administrator
Russell Truell, Assistant City Administrator / CFO
Deborah Faulkner, Chief of Police
Chris Gentry, Deputy Chief of Police
David Barker, Fleet Maintenance Supervisor
Brian Wilcox, Purchasing Manager

SUBJECT:

*Consideration Of Bid Award To Truckers Lighthouse, Inc. Of Nashville, Tennessee In The Total Lump-Sum Amount Of \$76,711.90 For After-Market Up-Fitting Of Ten (10) New Police Vehicles For The Police Department (Purchasing Office Procurement Solicitation No. 2016-009; Purchase Not Itemized In Budget For Fiscal Year 2016; Contract No. 2015-0334)

Purpose

The purpose of this procurement is to purchase after-market up-fitting of a minimum of ten (10) new police vehicles. The after-market up-fitting includes supply and/or installation of certain after-market equipment and ancillary parts, including the light bar and siren package, other lighting, push bumper, partition between front and rear seating, gun rack, console and wiring modifications, camera and laptop mounting hardware, antenna, storage box and exterior graphics for the vehicles before they are put into service for the first time. The new vehicles, which are 2016 Ford SUVs and are being purchased as a separate transaction pursuant to Tennessee statewide contract, are already on order. The bidder who is awarded the after-market up-fitting is to pick up the vehicles from the City, take the vehicles to the up-fitter's location to render the specified services, and then return the vehicles to the City. The new vehicles are intended to replace vehicles currently in the Department's vehicle fleet that are scheduled to be removed from service this current fiscal year due to age and condition.

Background

The City published on September 3, 2015 a Notice to Bidders in the *Williamson Herald* for after-market up-fitting of a minimum of ten (10) police vehicles. In addition, bid documents were sent on or about the same date directly to four (4) potential bidders known or thought to be interested in this solicitation. Bids from two (2) vendors were publicly opened at the bid opening held on September 17, 2015. A tabulation of the bids received for this solicitation is attached.

Financial Impact

The apparent lowest, most responsive and responsible bid, from Truckers Lighthouse, Inc. of Nashville, Tennessee, is in the amount of \$7,671.19 per vehicle for the specified products and services. This bid was identified because it is the lowest bid that meets or exceeds the City's intention as expressed and implied by the City's specifications as well as the instructions, terms and conditions pertaining to this procurement solicitation. The Police Department budget for fiscal year 2016 allocates \$499,200 out of the Capital Projects Fund for the purchase of ten (10) police vehicles. Including the vehicles themselves, other expenses (for cameras, computers and docking stations) and the Truckers Lighthouse bid for up-fitting, the total cost of putting the vehicles in service is estimated to be \$488,493.18 which would be \$10,706.82 or 2% under budget. Including the after-market up-fitting, the new vehicles are a budgeted purchase scheduled to be financed by means of the City's FY2016 master lease arrangement with Chase.

Options

In accordance with the bid documents, the City reserves the right to reject any and all bids.

Recommendation

Staff recommends that the City accept, contingent upon Law Department and City Administrator approval of City Contract No. 2015-0334, the apparent lowest best bid, from Truckers Lighthouse, Inc. of Nashville, Tennessee, in the amount of \$7,671.19 per vehicle for the specified products and services. For the ten (10) vehicles on order, at this unit price, the total value of the purchase would be \$76,711.90. Purchasing Manager Brian Wilcox is of the opinion that the prepared specifications as distributed allowed for competition among multiple vendors, and that the staff recommendation appears to be made in a fair and impartial manner based upon the bids received.