



# City Council Report

**Date:** September 21, 2009  
**To:** City Council  
**Through:** Bryan Raines, Deputy City Manager  
**From:** Edward Quedens, Business Services Director  
**Subject:** Term Contract for Aftermarket Parts for Automobiles and Light Duty Trucks for the Fleet Services Department (Contract #2009152)  
"Citywide" Contract

## Purpose and Recommendation

Council is requested to approve a Term Contract for Aftermarket Parts for Automobiles and Light Duty Trucks as recommended. Proposals were obtained and evaluated by Fleet Services Department and the Purchasing Division.

The Purchasing Division recommends awarding the contract to the highest scored proposals, Metro Auto Express LLC dba Tri-City Automotive Warehouse (a Mesa business) as the primary contract at \$160,000.00, and Mels Auto LLC, dba Mels NAPA Auto Parts (a Mesa business) as the secondary contract at \$20,000.00, based on estimated annual requirements, for the combined total award of \$180,000.00.

## Background/Discussion

This contract will provide aftermarket parts to repair and maintain the City's fleet of over 1,200 automobiles and light duty trucks. The City has a diversified fleet of passenger cars, patrol sedans, pick-ups and utility vans plus an assortment of small engine equipment. Fleet Services requires a source of quality replacement and add-on parts delivered to either of the fleet maintenance facilities within 24-hours (unless mutually agreed on for non-stock items) to perform their work.

The City's specifications established minimum qualifications and a multi-faceted scoring process by which the competing vendors were evaluated. The City invited 66 firms to submit proposals, and resulted in 15 vendors responses. Six of the vendors offered complete product lines with compatible parts and competitive pricing. Vendors who had locations in close proximity to each of the City's maintenance facilities received higher "geographic proximity" score, as Fleet Services is moving to a "Just In Time" (JIT) inventory system to reduce inventory levels/costs, yet still be able to get parts in a timely manner to minimize equipment down time.

During the evaluation process, staff rated the 15 competing vendors on eight specific evaluation elements including, parts quality, compatibility and warranty; delivery schedules and/or timeliness of deliveries; quality of invoicing and ease of access to current pricing information; geographic proximity to the city fleet maintenance facilities and inventory level of parts; offeror's business stability, customer service

and references; parts return policy; conformance to RFP terms and conditions, proposal format and organization to include thoroughness, clarity, organization and overall responsiveness; and pricing.

The recommended vendors, Tri-City Automotive Warehouse and Mels NAPA Auto Parts received the highest scores: 275 points and 271 points respectively, out of 300 possible.

The initial term of this contract is three years with a two-year renewal possible. Any price increases are capped by the Producer Price Index (PPI).

**Alternatives**

Council may choose not to award this contract and new proposals will be obtained.

**Fiscal Impact**

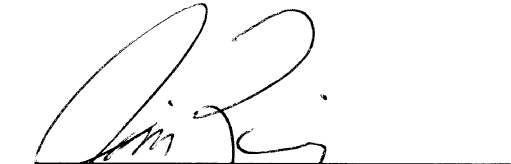
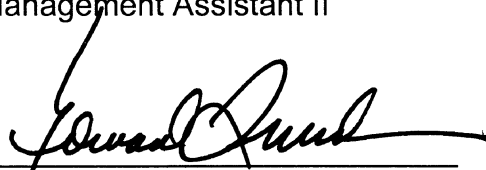
The total amount of \$180,000.00 is available in the Fleet Services Department's budget.

**Coordinated With**

Fleet Services Department



Pamela Chavez,  
Management Assistant II

  
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Jim Ruiz, CPPB  
Purchasing Administrator

Edward Quedens, CPPO, C.P.M.  
Business Services Director

  
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Bryan Rairies,  
Deputy City Manager

**CITY OF MESA  
 AWARD RECOMMENDATION  
AFTERMARKET PARTS FOR AUTOMOTIVE/LIGHT-DUTY TRUCKS  
 (REQUEST FOR PROPOSAL #2009152)  
 Contract Valid Through September 30, 2012**

**Metro Auto Express, dba Tri-City Automotive Warehouse - Primary  
 Mesa, AZ**

Description	Award Amount
Aftermarket automotive repair parts for the City's fleet of 1,200 automobiles and light duty trucks	<b>\$160,000.00</b>

**Mels Auto LLC, dba NAPA Auto Parts - Secondary  
 Mesa, AZ**

Description	Award Amount
Aftermarket automotive repair parts for the City's fleet of 1,200 automobiles and light duty trucks	<b>\$20,000.00</b>

<b>TOTAL CONTRACT AWARD - \$180,000.00</b>
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Proposals Received from:

- Arizona Brake & Clutch Supply, Inc. - Phoenix, AZ
- AutoZone, Inc. - San Diego, CA
- Berge Ford, Inc. - Mesa, AZ
- Factory Motor Parts - Tempe, AZ
- Fleet Pride, Inc. - Mesa, AZ
- General Parts, dba Carquest Auto Parts - Raleigh, NC
- Genuine Parts Company, dba NAPA Auto Parts - Phoenix, AZ
- Kay Automotive Distributors, dba One Source Distributing - Phoenix, AZ
- Mel's Auto LLC, dba Mel's NAPA Auto Parts - Mesa, AZ
- Metro Auto Express LLC, dba Tri-City Automotive Warehouse - Mesa, AZ
- O'Reilly Auto Parts, dba Checker Auto Parts/Pro Shop, Springfield, MO
- Rush Truck Centers of AZ, dba Rush Truck Center – Phoenix, AZ
- Star Distributing Co. - Phoenix, AZ
- USD, Inc. - Phoenix, AZ
- Westpac Heavy Duty Inc., dba C.W. Carter Co. - Phoenix, AZ

**August 2009 Proposal Results:**

Criteria	Maximum Points	AZ Brake	Auto Zone	Berge Ford	Factory Motor Parts	Fleet Pride	Car-quest	GP NAPA	Kay Auto	Mel's Auto	Tri-City	O'Reilly Auto Parts	Rush Truck	Star Distribution	USD, Inc.	West-Pac
Parts Quality, Compatibility and Warranty	50	15	20	20	20	15	30	45	30	45	45	25	20	45	25	40
Delivery Schedules and/or Timeliness of Deliveries	80	30	70	55	65	40	60	65	60	70	65	60	30	30	55	40
Quality of Invoicing and Ease of Access to current Pricing Information	20	10	15	15	20	15	10	10	20	20	15	10	10	20	20	20
Geographic Proximity to the City Fleet Maintenance Facilities and Inventory Level of Parts	50	5	50	40	30	35	35	35	30	50	50	50	20	35	30	25
Offeror's Business Stability, Customer Service and References	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20
Parts Return Policy	20	20	8	20	20	15	20	20	20	20	20	20	15	10	20	10
Conformance to RFP Terms and Conditions, Proposal Format and Organization; to Include Thoroughness, Clarity, Organization and Overall Responsiveness	10	8	10	10	10	10	10	5	10	10	10	5	10	5	5	10
Price Points	50	20	38	25	37	31	46	50	44	36	50	28	42	46	37	44
Total Points	300	128	231	205	222	181	234	250	234	271	275	218	167	211	212	209