



Subject: Award of an Open Purchase Order to Hi-Tech
Emergency Vehicle Service, Inc.

Council Agenda:
8/30/11
Item: 2.12

City Council Action Request

Department: Public Works	CEQA: PP10-066(c) Not a Project	Coordination: City Attorney's Office, Department of Public Works, City Manager's Budget Office	CMO Approval:  Dept. Approval: /s/ Scott Johnson
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RECOMMENDED ACTION:

Adopt a resolution authorizing the Director of Finance to:

- (a) Execute an Open Purchase Order with Hi-Tech Emergency Vehicle Services, Inc. (Hi-Tech) for the repair and maintenance of the City's fleet of Fire Department vehicles and equipment, for the period September 1, 2011 through August 31, 2012, in an amount not to exceed \$450,000.
- (b) Exercise three additional one-year options to renew the Purchase Order, subject to the appropriation of funds.

BASIS FOR RECOMMENDATION:

Desired Outcome: To maintain the City's fleet of Fire vehicles/equipment.

A competitive Request for Bid was issued on July 7, 2011, through the City's e-procurement system. 33 companies downloaded the Request for Bid and three responsive bids were received by the July 21, 2011, due date. Hi-Tech submitted the lowest responsive and responsible bid.

No protests were received during the protest period which ended on August 2, 2011.

The Purchase Order will provide all labor, materials and equipment required to maintain and repair the City's fleet of Fire vehicles and equipment.

COST AND FUNDING SOURCE:

Up to \$450,000
2011-2012 Proposed Operating Budget Page XI-88

FOR QUESTIONS CONTACT: Mark Giovannetti, Purchasing Division Manager at 408-535-7052