


MEMORANDUM

January 12, 2012

TO: Board of Mayor and Aldermen

FROM: Eric S. Stuckey, City Administrator 
Russell Truell, Assistant City Administrator / CFO
Rocky Garzarek, Fire Chief
Brian Wilcox, Purchasing Manager

SUBJECT: Consideration of bid award to Chevrolet of Murfreesboro in the total amount of \$30,754.00 for one (1) four-door sport utility vehicle for the Fire Department (Purchasing Office Procurement Solicitation No. 2012-016; \$30,800 budgeted in 110-89520-42200 for fiscal year 2012)

Purpose

The purpose of this procurement is to purchase a SUV that will replace a vehicle that is assigned to the Franklin Fire Department battalion chiefs. The replaced vehicle would be placed in reserve status, and the vehicle now in reserve status would be removed from service and disposed of as surplus property.

Background

The City published on December 15, 2011 a Notice to Bidders in the *Williamson Herald* for a minimum of one (1) four-door sport utility vehicle. In addition, bid documents were sent on or about the same date directly to eleven (11) potential bidders known or thought to be interested in this solicitation. Bids from four (4) vendors were publicly opened at the bid opening held on January 10, 2012. A tabulation of the bids received for this solicitation is attached.

Financial Impact

The apparent lowest, most responsive and responsible bid, from Chevrolet of Murfreesboro, is in the total amount of \$30,754.00, for a quantity of one (1) 2012 Chevrolet Tahoe CK10706. This bid was identified because it is the bid that most closely 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 Fire Department budget for fiscal year 2012 allocates \$30,800 out of the General Fund for the purchase of this vehicle. The Chevrolet of Murfreesboro bid amount is \$46 (0.15%) under budget.

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 the apparent lowest best bid, from Chevrolet of Murfreesboro, in the amount of \$30,754.00, for a quantity of one (1) 2012 Chevrolet Tahoe CK10706. 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.

Tabulation of Bids*

Purchasing Office Solicitation No.:		2012-016 (four-door sport utility vehicle)					
Notice to Bidders published in the <i>Williamson Herald</i> on:		12/15/11					
Number of vendors that were notified of / that responded to this solicitation for bids:		11 / 4					
Date and time bids due and publicly opened:		1/10/12 2:00 PM					
Present at opening of bids:		Frank Hartley of Wilson County Motor, Herbert Odom of Chevrolet of Murfreesboro and Randy Mobley of Walker Chevrolet; Todd Horton of the City of Franklin Fire Department; and Tiffany Wilkins and Brian Wilcox of the City of Franklin Purchasing Office					
Target meeting of BOMA at which recommendation will be considered:		1/24/12					
Bids received from:	Bid No.:	Year, Make & Model:	Does the bid item MOES¹? / If not, how many exceptions do not MOES¹?	Total delivered bid price, per unit:	Payment terms:	Estimated time of delivery after receipt of order:	Bid price per unit is valid through:
Chevrolet of Murfreesboro 1422 N.W. Broad St. Murfreesboro, TN 37129 Herb Odom, Fleet Sales Manager 615/893-6600, ext. 1301	1 of 1	2012 Chevrolet Tahoe CK10706	No / 4 (front and rear bumper type; tire type; front seat type)	\$30,754.00	net 30 days	100 days	04/30/12
Country Ford 95 East Goodman Rd. Southaven, MS 38671 Michael Hagan, Fleet Manager 901/859-7983	1 of 1	2013 Ford Utility Police Interceptor K8A	No / 8 (front & rear bumper type; engine cylinders, size & HP; differential; wheel & tire type)	\$28,806.88	net 30 days	60-90 days	06/10/12
Walker Chevrolet, Inc. 3940 Carothers Parkway Franklin, TN 37067 Randy Mobley, Fleet Manager 615/591-6065	1 of 1	2012 Chevrolet Tahoe	No / 5 (front and rear bumper type; tire type; front seat type; interior fabric)	\$30,943.00	net 30 days	60-90 days	02/29/12
Wilson County Motor Co. 1310 West Main St. Lebanon, TN 37087 Frank Hartley, Fleet Manager 615/444-0002	1 of 2	2012 Chevrolet Tahoe 4x4 Special Service with all- season tires	No / 7 (front and rear bumper type; tire type; front seat type; interior fabric; front & rear floor mats)	\$30,335.00	net 30 days	90-120 days	02/29/12
	2 of 2	same as 1 but with on- road/off- road tires		\$30,678.00			

¹MOES indicates "meet(s) or exceed(s) specifications"

*Shaded bid is apparent lowest best bid