



Memorandum

Date: August 14, 2024

To: Honorable Mayor and Councilmembers

From: Rey Valdes
City Manager

Department: Carlos Arroyo
Public Works Director

Subject: **Adoption of State of Florida DMS Contract No. 25172500-24-ACS for the Purchase of Tires, Tubes, and Services**

Introduction

This memo provides the Public Works Department (PWD) recommendation for the Mayor and the Councilmembers to authorize the City Manager to adopt the State of Florida Department of Management Services (DMS) Contract No. 25172500-24-ACS, procured through the National Association of State Procurement Officials (NASPO) for the purchase of tires, tubes, and service, as may be required. The adoption of this contract will provide the City with the lowest possible prices for the procurement of tires.

Background

The City of Doral Public Works Department (PWD) implemented the fleet maintenance facility within the Police / Public Works Building. Currently, The Fleet Maintenance Division provides service to the City's vehicle fleet, small generators, lawn mowers, lawn power tools, light towers, and any other City mechanical equipment in the most cost-efficient manner possible. Major and minor services for all City vehicles such as oil, filter, battery and wiper replacements, inspection of fluids, tire rotation, wheel alignment, starter and alternator replacement, etc., are also currently provided by the fleet shop.

In order to maintain the fleet maintenance services in the most cost effective and expeditious manner, the PWD would like to adopt the State of Florida Department of Management Services Contract No. 25172500-24-ACS for the purchase of tires, tubes, and service for City vehicles.

This adoption will allow the City to benefit from the discounted prices for replacement of tires and will ensure their availability. The cost and availability of tires are some of the most important factors in ensuring an efficient vehicle maintenance facility. Tires will be purchased at a discounted price and will be installed at the fleet maintenance facility.

Procurement

Pursuant to Section 2-322 of the City Code, Staff respectfully requests that the Mayor and the City Council members approve the use of State of Florida DMS Contract No. 25172500-24-ACS, which was competitively procured through NASPO Solicitation No. RFP0223005113 in a manner similar to that set forth in Chapter 2, Article V, of the City Code. The effective period of the contract is July 1, 2024 through June 30, 2027.

Fiscal Impact

The Fiscal Impact associated with this request is estimated to equal approximately \$65,000.00 per year for the purchase of tires and shall in no event exceed budgeted funds. Funds for this service are budgeted on a yearly basis in the Public Works Fund Account No. 001.80005.500461 – “Repair and Maintenance” Account.

Strategic Plan Alignment

This item will follow the Exceptional Service strategic initiative as it provides for the most favorable cost to the City.

Recommendation

The City’s Staff respectfully requests that the Mayor and the City Councilmembers approve the Resolution authorizing the adoption of State of Florida DMS Contract No. 25172500-24-ACS for the period set forth and any approved additional subsequent extensions.