



CITY OF ALLENTOWN

RESOLUTION

R208 - 2021

No. _____

Introduced by the Administration on December 15, 2021

Authorization for Contract with King George Fleet Services in the amount of \$2,693,221.90 for year 1 and \$2,730,546.15 for year 2 for Municipal Fleet Maintenance Services, may be renewed for three (3) additional one (1) year terms.

Resolved by the Council of the City of Allentown, That

WHEREAS, Article 130.16 of the City's Administrative Code requires City Council approval by Resolution for the award of contracts or engagement of professional services.

WHEREAS, it is the desire of the City of Allentown to enter into an agreement with the aforementioned Contractor, for the use and purpose indicated in supporting the Recommendation of Award of Bid:

1. Name of Contractor/Consultant: King George Fleet Services
2. Project or Contract Reference: RFP No. 2021-39- Rebid MUNICIPAL FLEET MAINTENANCE SERVICES
3. Description of Service(s): MUNICIPAL FLEET MAINTENANCE SERVICES

NOW, THEREFORE, BE IT RESOLVE , on this the 15th day of December, 2021, that the Council of the City of Allentown, hereby authorizes the Mayor and/or such other City officials as deemed appropriate by the City Solicitor, to sign and execute a Contract or Amendment and such other agreements and documents as are deemed by the City Solicitor to be necessary and/or related thereto, with the above named contractor/consultant, for the project identified.



CITY OF ALLENTOWN
Request for Approval and Recommendation of Award

SUBJECT: Request for Contract Award and Approval by City Council Pursuant to City Ordinance, Article 130.16

Project or Contract Reference: RFP No. 2021-39- Rebid MUNICIPAL FLEET MAINTENANCE SERVICES

TO: City Council, City Clerk, and Council Solicitor

FROM: Craig Messinger, Department Head

DATE: December 7, 2021

Pursuant to City Ordinances, Article 130.16, this Recommendation of Award is before City Council for its approval and award of the contract.

- Check Type of Contract or Change:

X The contract is for over \$40,000 and required to be competitively bid under the City Code. We have advertised the above referenced project and received qualified bids/proposals.

The engagement of professional services. We have received and reviewed a proposal or proposals for professional services in connection with above referenced project or requirement for professional services.

- The contract appropriation or price increase **is not** included in this year's budget
- List the Vendor's name, address and proposed sum, of any and all **alternate** quotes/received, if any.

First Vehicle Services, 600 Vine Street, Suite 1400, Cincinnati, OH 45202

- List the name and address of the **recommended** Contractor/Vendor, include the following:

King George Fleet Services, 3703 Indian Springs Trail, Arlington, TX 76016

Contract Consideration: \$2,693,221.90 for year 1, year 2 of the contract term shall be for \$2,730,546.15. These sums are basted off of the unit prices set forth in their Cost proposal, and inclusive of the estimated target and non-target fees.

Funding Source: 000-03-0704-0001-46

- Description of project or scope of services to be provided:

Originally on November 11, 2021, the City placed an advertisement to receive bids from qualified vendors to furnish all labor, equipment, materials, tools, insurance, supervision, and all other items incidental thereto and perform all work necessary and specified in the delivery of vehicle maintenance services for the City of Allentown. The City held a public opening on November 29, 2021, which they received two (2) proposals; however, both were rejected because both Vendors included cost information in their Technical Proposals. On or about that same date, the City re-published the RFP for a second time, with a public opening scheduled for December 6, 2021. On December 6, 2021 the City held a second public opening for which they received two (2) submissions. The technical evaluation was held on December 7, 2021. All committee members were present. The Proposals were scored based on the RFP requirements, Project Understanding, Quality and Soundness of Approach (25 Points), Management Organization and Operating Plan (15 Points), Qualifications of Key Personnel (10 Points), Technical Staffing Plan (10 Points), Previous Experience (15 Points), Future of Fleet (10 Points). Upon review and scoring of the technical proposals King George had scored the most points. Cost proposals were opened on December 7, 2021, and the proposals were distributed to all committee members via Microsoft Teams for evaluation, after the completion of the technical evaluation. The cost evaluation committee meeting occurred on December 8, 2021, 3:00 PM. All committee members were present. The committee members discussed the cost proposals (25 Points). The Committee made the recommendation to not proceed with Oral interviews/Presentations as they felt confident in deciding with the information provided in the Technical and Cost Proposals. The committee will award to the highest scored firm based on the final scores. At this time based on the firm's qualifications and overall score, the committee is recommending award to King George.

- Contract Term:

The term of this Municipal Fleet Maintenance Service Contract will be for a period of two (2) years.

The Contract Term will commence upon the date stated in the written notice to proceed issued by the Contract Administrator. It is anticipated that the Contract will be awarded in the December 15, 2021, with a start date of an executed contract or immediately upon an emergency basis by the City.

- List any renewal term options and duration of each renewal, if any:

At the City's sole and absolute written discretion this contract term may be renewed for three (3) additional one (1) year terms.

- Maximum dollar value of all renewals provided for beyond the original term as if all renewals were exercised:

Formal pricing will be set with increases to be awarded in years three (3), four (4) and five (5) from the 12-month Consumer Price Index Northeast Region average (August through July from the prior year for budgeting purposes).

A vote of final approval is requested of the members of Council and by passing the accompanying resolution, this Contract will be deemed approved and awarded.

By: Craig Messinger, Department Head

Copies To: Mayor
Director of Finance
Purchasing
Controller

Attachment: proposed resolution