

# Information A



Date: December 26, 2011

To: GCT Board of Directors

From: Marlena Kohler *MK*  
Purchasing Manager/DBE Officer

RE: Report of Contracts Awarded

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## I. EXECUTIVE SUMMARY

In compliance with the Purchasing Resolution, staff is to provide a monthly report of purchases using the formal bid process and which have a value of \$100,000 or less. Since the prior report, one applicable contract has been awarded as follows:

1. Contract: Recap Tires and Tire Maintenance Services

- a. Contractor: Tire Center, LLC.
- b. Dollar Amount: \$79,530.00
- c. Award Rationale: The IFB was sent to five (5) prospective bidders. There were two (2) bids received one; from Parkhouse Tire, the incumbent in the amount of \$82,575.00 and one from Tire Center LLC in the amount of \$79,530.00. Daniels Tire Service submitted a "no bid". Tire Center LLC's bid was responsive to the IFB and is considered fair and reasonable.
- d. Comments: This indefinite quantity contract is based on estimated quantities of individual items, but allows GCT to order items as needed even if the actual quantities are different from the estimates. Prices are fixed for one year. Excluded Parties List System (EPLS) was check for this contractor with no results found. Tire Center LLC was determined to be a responsible firm and adequate funds have been budgeted for the period of performance.

**It is recommended that the Board of Directors receive and file this report.**

General Manager's Concurrence