

TUCSON UNIFIED SCHOOL DISTRICT

PURCHASING DEPARTMENT

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MEMORANDUM

DATE: 5/16/2018

TO: Kevin Startt
Director of Purchasing

FROM: Kevin Oster
Procurement Agent

Subject: Executive Summary – Bid No. 19-13-23
Tires, Repairs, Change and Roadside Services

Dept: Transportation
Pre-Bid Date: April 26, 2018
Due Date: May 10, 2018

Date Issued: April 19, 2018
No. of Individuals Attending: 6
No. of Bids Received: 6

BACKGROUND

It is the intention of the Tucson Unified School District to procure new tire, tire re-treading, along with the option to include roadside repair services. Awarded vendor(s) will be required to provide tire services at their local repair location(s). Requested services will include wheel repair, rotating, and balancing of new tire, tubes, and recapping of tires for Tucson Unified School District buses, passenger cars, light to heavy duty trucks, and off road equipment. Awarded vendor(s) will be responsible for picking up used tires on the wheel and returning new and recapped tires on the wheel. The District's current fleet includes approximately 325 buses, and 350 passenger cars, light to heavy-duty trucks, and vans at three (3) locations, 530 South Norris Ave (central yard), 9300 East Broadway (east yard), and 4750 W. Jeffrey Rd (west yard).

EVALUATION

Notification of IFB 19-13-23 was emailed to one hundred sixteen (116) vendors using www.azpurchasing.org, TUSD's official bid board. A Pre-Bid Meeting was also conducted prior to the IFB due date. TUSD received six (6) bids and eighteen (18) "NO" bids

AZ Administrative Code R7-2-1031 – Bid Evaluation and Award. Bids were reviewed to determine whether they were responsive and responsible, and then an abstract was created based on their submitted

pricing. The contract shall be awarded to the lowest responsible and responsive bidder or bidders whose bid or bids conform in all material respects to the requirements set forth in the invitation for bids.

Each Group item was ranked based on the lowest price given and then ordinal ranked. Award is based on the main Groups A (New Tires) and Group C (Re-tread), group B, D, and E will be awarded based on the two main groups A & B awards. The bid abstract was then sent to the contract liaison for his review and a concurrence letter based on the abstract provided, his letter is attached.

AWARD RECOMMENDATION:

Contract award is recommended to the following firm for the indicated service:

**Redburn Tire Company – Group A (New Tire) along with Groups B and E for this category.
Purcell Tire & Service Center – Group C (Re-tread Tires) along with Groups D and E for this category.**

I attest that the evaluation process was conducted in accordance with Arizona Administrative Code R7-2-1031 (Bid Evaluation and Award) and all applicable Tucson Unified School District rules and regulations.

Concurrence:

Kevin Startt

5/16/2018

Kevin Startt, Purchasing Director

Date