MEMORANDUM

To: Ted Smith, Chair of TARC Board of Directors

From: Ozzy Gibson, Executive Director

Date: September 25, 2024

Re: Resolution 2024-36 BUS STARTERS AND COMPONENTS ITB (20241881)

TARC currently operates 225 Gillig buses with model years between 2008 to 2024, that contain starter parts that has an expected life of 1 year and then must be rebuilt. On June 27, 2024 TARC Procurement Department issued an Invitation to Bid (ITB) 20241881 Bus Starters and Components comprised of (13) items alternators, coils, bearings, and kits that was advertised in TARC's Bonfire procurement portal. The Procurement Department conducted an independent cost estimate based on prior purchase history and market pricing. It was determined that an estimated annual spend of $26,228 may be expected in the coming years for Bus Starter Parts.

Based upon requirement of the solicitation and the proposed lowest bids, the Procurement Department evaluated the following proposals as being deemed responsive and responsible. On August 7, 2024, the selection was made by the procurement department to award a multi-vendor contract based on lowest price, which was less than the estimated annual independent cost estimate, with the award of such contract being the most favorable to TARC to the following vendors.

- Kirk's
- Muncie
- Romaine

The contract initial term is for two (2) years for a total amount of $55,079 with (3) additional option years to exercise at TARC's discretion for a total of $105,047 over the 3-year optional terms for a total not to exceed amount of $160,126 over the entire life of the contract.

At this time, I respectfully request the Board of Directors to authorize the Executive Director to enter into an agreement with an initial term of two (2) years with an option of three (3) one-year extensions with the above vendors for Bus Starters and Components for a total not-to-exceed amount of $160,126.

Please call me at 561-5100 if you have any questions. Thank you.

RESOLUTION 2024-36
BUS STARTERS AND COMPONENTS

A Resolution authorizing the Executive Director to enter into an agreement for an Initial Term of two (2) years with an Option of three (3) one-year terms for Bus Starters and Components:

WHEREAS, a competitive solicitation, Invitation to Bid (ITB) 20241881 was issued on June 27, 2024 for such supplies; and

WHEREAS, TARC received three proposals to its ITB, and based on these proposals,TARC deemed a multi-vendor award to Kirks; Muncie; and Romaine as being the most responsive and responsible for these parts; and

WHEREAS, TARC seeks multi-vendor award to provide Bus Starter parts and related components; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Transit Authority of River City that:

The Executive Director is hereby authorized to enter into an agreement for an Initial Term of two (2) years with an Option of three (3) one-year term extensions with Kirks; Muncie; and Romaine based upon a proposed cost for a not-to-exceed amount of $160,126.

ADOPTED THIS 25th DAY OF September, 2024

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Ted Smith, Chair of the Board of Directors