

BACKGROUND:

The Fleet Division is responsible for maintaining a diverse fleet of vehicles and equipment used to support essential City services. Timely access to tires and related services is critical to ensuring fleet availability, reducing downtime, and maintaining safe and reliable operating conditions for City assets.

Fleet operations require the routine purchase of tires for a wide range of light-duty vehicles, medium-duty trucks, heavy-duty trucks, trailers, and specialized equipment. Related services such as mounting, balancing, flat repairs, roadside assistance, emergency service calls, and disposal of unserviceable tires are also necessary for ongoing fleet maintenance operations. Because the City's fleet includes a variety of vehicle makes, models, and equipment types, tire availability can vary significantly by vendor and manufacturer, and no single supplier consistently carries all tires necessary to support the full fleet inventory.

Parkhouse Tire, Inc. and Daniels Tire Service are established tire suppliers that provide access to multiple tire manufacturers and cooperative purchasing contracts. Utilizing both vendors allows the City to maintain purchasing flexibility and operational continuity throughout the fiscal year.

DISCUSSION:

Approval of the proposed annual blanket purchase orders will allow Fleet staff to purchase tires and related services from Parkhouse Tire, Inc. and Daniels Tire Service on an as-needed basis throughout the fiscal year without the need to process individual purchase requests for each transaction. This approach improves administrative efficiency while ensuring continuity of fleet maintenance and repair operations.

The use of two vendors is necessary to meet operational demands. Tire availability may vary based on manufacturer, vehicle type, equipment application, and supply chain conditions. Access to both Parkhouse Tire, Inc. and Daniels Tire Service improve the City's ability to obtain needed tires quickly, compare availability and pricing, and avoid delays in completing repairs.

The proposed purchases will be made through cooperative purchasing contracts that were competitively bid and awarded by lead public agencies. The City will use Parkhouse Tire, Inc. under NASPO Contract No. 24157 for Continental Tire the Americas, LLC, which expires June 30, 2027, NASPO Contract No. 24158 for Bridgestone Americas Tire Operation, LLC, which expires June 30, 2027, and NASPO Contract No. 24156 for Michelin North America, Inc., which expires March 31, 2027. The City will also use Daniels Tire Service under Sourcwell Contract No. 051525-GTC for Goodyear tires which expires September 10, 2029.

Staff determined that use of these cooperative purchasing contracts is in the best interest of the City for these routine and ongoing tire purchases. The requested authority is for a combined annual not-to-exceed amount of \$600,000 between the two vendors. Actual expenditures will be based on operational needs and available budget appropriations. Approval of this item does not obligate the City to expend the full amount but rather establishes the annual spending authority needed to support ongoing fleet operations.

These purchases support preventive maintenance, corrective repairs, and emergency vehicle repairs for City departments. Delays in obtaining tires can result in increased vehicle downtime, interruptions to service delivery, and higher maintenance costs. Establishing the support purchase

orders supports efficient fleet management and helps ensure the City’s vehicles and equipment remain available for operational use.

Purchasing Overview

On July 27, 2023, the State of Iowa, in collaboration with NASPO ValuePoint, issued Request for Proposals (RFP) No. 0223005113 to establish one or more Master Agreements for tires, tubes, and services. A pre-proposal conference was held on August 9, 2023. RFP No. 0223005113 closed on September 13, 2023, with a total of four responses. All proposals were found to be responsive and responsible. Proposals were evaluated according to the criteria stated in the solicitation and award the following contracts:

- NASPO Contract No. 24157 for Continental Tire the Americas, LLC
- NASPO Contract No. 24156 for Michelin North America, Inc.
- NASPO Contract No. 24158 for Bridgestone Americas Tire Operation, LLC

On March 27, 2025, Sourcewell issued Request for Proposals (RFP) No. 051525 seeking prospective proposers to provide tires with related equipment and supplies. A pre-proposal conference was held on April 17, 2025. RFP No. 051525 closed on May 15, 2025, with a total of 13 responses. Nine proposals were found to be responsive and responsible, with four proposals deemed nonresponsive for falling outside of the Requested Equipment, Products, or Services of the RFP. Proposals were reviewed by the Proposal Evaluation Committee of four Procurement Analyst. The Evaluation Committee recommended the top three proposals to be awarded contracts, and The Goodyear Tire & Rubber Company was one of the top ranked to be awarded a contract.

This action is pursuant to Purchasing Resolution 24101, Section 602 which states, “Competitive Procurement through the Informal Procurement and Formal Procurement process shall not be required in any of the following circumstances ... (f) When Cooperative Purchasing is available and undertaken or when Goods can be obtained through Federal, State and/or other public entity pricing contracts or price agreements.”

The Purchasing Manager concurs that the recommendation to approve the amendment is in compliance with Purchasing Resolution No. 24101.

FISCAL IMPACT:

The fiscal impact of this action for Fiscal Year 2026/27 is \$600,000. Tires and related services will be charged to the Central Garage Fund, as needed, to the accounts listed in the table below.

Description	Account Name	Account Number
Stock Tire Purchases	Central Garage Inventory – Auto Stores Parts	0000650-141200
Non-Stock Tire Purchases	Central Garage Non-Stock Inventory	2215000-424210
As-need Tire-related Services	Central Garage Sublet Repairs – Automotive	2215000-424250

Prepared by: Joe Vieyra, Deputy General Services Director
 Approved by: Lee Withers, General Services Director
 Certified as to availability of funds: Julie Nemes, Interim Finance Director
 Approved by: Edward Enriquez, Assistant City Manager/Chief Financial Officer/City

Approved as to form: Treasurer
 Rebecca McKee-Reimbold, Interim City Attorney

Attachments:

1. NASPO Master Agreement #24156, Michelin (Parkhouse Tire)
2. NASPO Master Agreement #24157, Continental (Parkhouse Tire)
3. NASPO Master Agreement #24158, Bridgestone (Parkhouse Tire)
4. Sourcewell Master Agreement #051525-GTC, Goodyear (Daniels Tire)