



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Agenda - Final CEA Review Committee

Tuesday, December 13, 2016

3:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[16-1945](#) Minutes from September 20, 2016

Attachments: [Minutes from September 20, 2016.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[16-1946](#) Request to single source tire contract with Pomp's Tire for 2017.

Attachments: [Contract with Pomps Tire 2017.pdf](#)

6. **Information Items**

7. **Adjournment**

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.



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Meeting Minutes - Final CEA Review Committee

Tuesday, September 20, 2016

3:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Present: 4 - Vandehey, Saucerman, Alderperson Croatt and Alderperson Lobner

3. Approval of minutes from previous meeting

[16-1458](#)

Minutes from June 7, 2016

Attachments: [Minutes from June 7, 2016.pdf](#)

Alderperson Croatt moved, seconded by Saucerman, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 4 - Vandehey, Saucerman, Alderperson Croatt and Alderperson Lobner

4. **Public Hearings/Apearances**

5. **Action Items**

[16-1459](#)

Request to purchase and add to the CEA Fleet in 2017, a passenger vehicle with an estimated cost of \$30,000, to be used as the Parking Utility Enforcement Vehicle.

Attachments: [Parking Utility Enforcement Vehicle.pdf](#)

Alderperson Croatt moved, seconded by Saucerman, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Vandehey, Saucerman, Alderperson Croatt and Alderperson Lobner

[16-1460](#)

Request to add trailer liner as accessory to semi-trailer #50, with the cost of \$4,020 paid from the sanitation account.

Attachments: [Memo-semi trailer #50.pdf](#)

Alderperson Croatt moved, seconded by Saucerman, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following

vote:

Aye: 4 - Vandehey, Saucerman, Alderperson Croatt and Alderperson Lobner

6. Information Items

[16-1461](#)

2016 Equipment Purchase Log

7. Adjournment

A motion was made by Tony Saucerman, seconded by Alderperson Chris Croatt, that this meeting be adjourned. The motion carried by the following vote:

Aye: 4 - Vandehey, Saucerman, Alderperson Croatt and Alderperson Lobner

DEPARTMENT OF PUBLIC WORKS
Operations Division
2625 East Glendale Avenue
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MEMO

To: CEA Review Committee

From: Nate Loper, Deputy Director of Public Works

Date: November 11, 2016

Subject: Request to single source tire contract with Pomp's Tire

The Central Equipment Agency is requesting approval to single source with Pomp's Tire for tire purchases and related services.

Pomp's has earned the last two contracts, prior to that was Matthews Tire, the only other provider that traditionally responds. Both providers are listed as authorized distributors on the State contract. Tires represent the bulk of the contract expenditure, while related services (mounting, balancing, flat repairs, recapping, etc.) are a much smaller number, certainly under \$25,000.

Matthews and Pomp's are very similar in their pricing for these services. Pomp's has provided extraordinary value, selection and service over the past 8+ years. They have more stores/stocking locations in the area to pull from, and offer more brands on the State contract than Matthews, as well as other brands (Dayton) that are lower cost than State contract. This option has saved money and should continue to do so. Pomp's has also been helpful in suggesting lower cost alternatives when appropriate.

We have historically included the tire related service items in the tire purchase contract, which is now expiring. Bidding these services with the potential to introduce another supplier into the supply chain could be detrimental to the efficiencies realized with a single provider in recent years, and would be unlikely to yield any significant cost savings. Under policy, the tire component of the contract is exempt from bidding when the State contract is used. Our preference is to continue working with Pomp's for tire related services for the advantages listed above.

Therefore, we are requesting approval to single source with Pomp's for tire repair services, on a year to year basis with annual review and approval.

Thank you for your consideration.