



AGENDA MEMORANDUM
Action Item for the City Council Meeting January 11, 2022

DATE: January 11, 2022

TO: Peter Zanoni, City Manager

FROM: Charles Mendoza, Director of Asset Management
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Windshield Repair and Replacement for Fleet Vehicles

CAPTION:

Motion authorizing a three-year service agreement with Roland Mendiola dba National Auto Glass of Corpus Christi, Texas, for windshield repairs and replacements to fleet vehicles for Asset Management in an amount not to exceed \$225,000.00, with FY 2022 funding in an amount not to exceed \$56,250.00 available through the Fleet Maintenance Service Fund.

SUMMARY:

This motion authorizes windshield repairs and replacements for Fleet vehicles. This service is necessary to maintain a safe work environment for the City's fleet and keeps these vehicles on the streets with less down time.

BACKGROUND AND FINDINGS:

This service agreement will provide for a vast range of repairs and replacements of windshields to cover passenger vehicles, pickup trucks, medium and heavy duty refuse trucks, and equipment. The use of this service is for City owned vehicles and equipment that operate in support of public health and safety requirements for the City of Corpus Christi.

PROCUREMENT DETAIL:

Finance-Procurement conducted a competitive request for bids process to obtain bids. The City received one responsive, responsible bid. Staff is recommending award to Roland Mendiola dba National Auto Glass of Corpus Christi, Texas for windshield repair and replacement to fleet vehicles for Asset Management. There is a 14% decrease in contract pricing from a previous contract with another vendor in January of 2020 through October 2021. Roland Mendiola dba National Auto Glass of Corpus Christi, Texas also has a smaller, short term service agreement with the same competitive pricing, so even though only one responsive bid was submitted, we know it to be competitive and cost saving.

ALTERNATIVES:

The alternative to not securing this long-term service agreement would be for the Department to continue to obtain this service through individual purchase orders and service agreements; however, securing an agreement with a reputable company is cost efficient and consistent to the department needs.

FISCAL IMPACT:

The fiscal impact for Fleet Maintenance Services in FY 2022 is \$56,250.00 for a three-year service agreement for windshield repairs and replacement to City vehicles, with the remaining cost funded in future years through the annual budget process.

FUNDING DETAIL:

Fund: 5110 Fleet Maint Svc
Organization/Activity: 40170 Fleet Operations
Mission Element: 202 Maintain the Fleet
Project # (CIP Only): N/A
Account: 530100 Vehicle Repairs

RECOMMENDATION:

Staff recommends the approval of this agreement with Roland Mendiola dba National Auto Glass of Corpus Christi, Texas, for windshield repair and replacement to fleet vehicles for Asset Management,

LIST OF SUPPORTING DOCUMENTS:

Bid Tab
Service Agreement