



AGENDA MEMORANDUM

Action Item for the City Council Meeting January 14, 2020

DATE: January 14, 2020

TO: Peter Zaroni, City Manager

FROM: Jim Davis, Director of General Services
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Windshield Repair and Replacement for Fleet Vehicles

CAPTION:

Motion authorizing a three-year service agreement with Moreno's Auto Glass Inc., dba Mo Glass of Corpus Christi, TX, for a total amount not to exceed \$256,500.00 for windshield repair and replacement for Fleet vehicles, effective upon issuance of a notice to proceed, with FY 2020 funding in the amount of \$71,250.00 available through the Fleet Maint Svc Fund.

SUMMARY:

This motion authorizes windshield repairs and replacements for Fleet vehicles. This service is necessary to maintain a safe work environment for City's fleet and keep 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. This is the first longer-term service agreement to be secured for this type of service for Fleet Services.

The Contracts and Procurement Department conducted a competitive RFB process to obtain bids for a new contract. The City received two responsive, responsible bids and is recommending the award to Moreno's Glass, Inc., dba Mo Glass, the lowest, responsive, responsible bidder.

ALTERNATIVES:

The alternative of 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 the Fleet Maintenance Services in FY 2020 is \$71,250.00 for a three-year service agreement for the windshield repairs and replacement for 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 approval of this motion authorizing a three-year agreement with Moreno's Glass, Inc., dba Mo Glass for windshield repair and replacement.

LIST OF SUPPORTING DOCUMENTS:

Bid Tabulation
Service Agreement