



AGENDA MEMORANDUM

Action Item for the City Council Meeting April 21, 2020

DATE: April 21, 2020

TO: Peter Zaroni, City Manager

FROM: Jim Davis, Director of Asset Management
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Upfitting and Repair Parts and Services for Asset Management

CAPTION:

Motion authorizing a three-year service agreement with C&S Plating and Bumper Recycling, Inc., dba C&S Truck and Van Equipment, for a total amount not to exceed \$663,000.00, for upfitting and repair parts and services for Asset Management, effective upon issuance of notice to proceed, with FY 2020 funding in the amount of \$110,500.00 available through the Fleet Maintenance Service Fund.

SUMMARY:

This motion authorizes a three-year service agreement for upfitting and repair parts and services for City vehicles. Upfitting services is necessary in order to fabricate, modify and retrofit City vehicles with side steps, toolboxes, emergency lighting and various other items and services. Repairs such as body work, electrical and suspension is also performed on an as needed basis.

BACKGROUND AND FINDINGS:

The purpose for this service agreement is for upfitting and repair parts and services on City vehicles. Asset Management utilizes these services in order to keep City vehicles up and running. Currently, Asset Management utilizes these services on an as needed basis.

The Contracts and Procurement Department conducted a competitive Request for Bid process to obtain bids for a new contract. The City received one responsive, responsible bid. Staff determined the price to be fair and reasonable in comparison to the market in

Corpus Christi. The labor rate was found to be between \$95.00 to \$100.00 an hour for this type of service, this contract provides a 40% discounted labor rate. Staff is recommending the award to C&S Plating and Bumper Recycling Inc., dba C&S Truck and Van Equipment.

ALTERNATIVES:

The alternative to accepting this bid would be to perform the upfitting repair and repair parts and services in house. However, more employees, equipment and supplies will be needed which would be a higher cost to the City.

FISCAL IMPACT:

The fiscal impact for Asset Management in FY 2020 is \$ 110,500.00 for upfitting and repair parts and services for City vehicles, with the remaining cost of \$552,500.00 funded in future years through the annual budget process.

Funding Detail:

Fund:	5110 Fleet Maintenance Services
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 C&S Plating and Bumper Recycling, Inc., dba C&S Truck and Van Equipment for upfitting and repair parts and services as presented.

LIST OF SUPPORTING DOCUMENTS:

Bid Tabulation
Service Agreement