



# Agenda Report

October 19, 2020

**TO:** Honorable Mayor and City Council  
**FROM:** Department of Public Works  
**SUBJECT: CONTRACT AWARD TO WONDRIES FAMILY COLLISION CENTER, LLC, FOR MEDIUM TO HEAVY DUTY COLLISION REPAIR SERVICES ON CITY-OWNED VEHICLES FOR AN AMOUNT NOT TO EXCEED \$300,000 FOR UP TO FIVE YEARS**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that this action is exempt under the California Environmental Quality Act (CEQA) in accordance with Section 15061(b)(3), the General Rule that CEQA only applies to projects that may have an effect on the environment; and
2. i) Accept the bid dated September 15, 2020, submitted by Wondries Family Collision Center, LLC (Wondries Collision), for Medium to Heavy Duty Vehicle Collision Repair; ii) reject all other bids; and iii) authorize the City Manager to enter into a contract with Wondries Collision for an amount not to exceed \$180,000 (which includes a \$5,400 contingency) over a three-year period with the option for two additional one-year extensions in the annual amount of \$60,000 (which includes a \$1,800 contingency), at the discretion of the City Manager, for a maximum total contract length of five years and a total contract amount of \$300,000.

## **BACKGROUND:**

The Department of Public Works, Building Systems and Fleet Management Division (BSFMD) repairs and maintains over 1,100 City-owned vehicles and equipment. As part of this ongoing fleet management, BSFMD requires a contractor to provide as-needed automotive body repairs for City vehicles.

Through the course of performing routine job duties, City vehicles occasionally experience body or frame damage. Such damages can be the result of collisions, traffic incidents, or other random events related to the performance of City work, such as trimmed tree branches or other job materials falling onto vehicles and causing damage.

Such damages to the body, frame, paint, or window of City vehicles may require body repairs to be performed by an outside vendor under the direction of BSFMD.

The City has over 175 vehicles and equipment categorized as medium and heavy duty, each determined based on the industry's standard gross vehicle weight rating (GVWR) for any apparatus with over 14,000 GVWR. Over fifty of these consists of the City's compressed natural gas fueled vehicles. The City's medium and heavy duty vehicles are mainly operated by the safety, public works, and utility crews to perform essential community and public services. This includes fire trucks, ambulances, dump trucks, garbage trucks, sewer trucks, sweeper trucks, boom trucks, cranes, forklifts, aerial trucks, chipper trucks, frontloaders, backhoes, skip loaders, flat beds, utility trucks, water tank trucks, and jetter trucks.

On August 27, 2019, a Notice Inviting Bids for Medium to Heavy Duty Vehicle Collision Repair was published in the paper as well as posted on PlanetBids. The posting generated notices to all vendors who have previously registered with the City for this particular commodity class. A total of 12 vendors downloaded the Specifications of which none were local. Two bids were received by the bid closing date, September 15, 2020 from non-local firms. Staff also referenced a list of local vendors in the City's business license database as well as online web searches in an attempt to reach potential local vendors that perform heavy duty body work. Moreover, copies of the bid materials were distributed to automotive body repair shops that were contacted and showed interest in this bid opportunity. Of the 15 local businesses contacted, none of the local vendors could accommodate nor provide repair services for medium to heavy duty vehicles as outlined in the bid specifications.

**BID RESULT:**

Per the bid specifications, bidders were asked to provide an hourly labor rate charge for different types of repairs which are routinely necessary on auto body repair work orders.

Bids received by the bid closing date of September 15, 2020 are as follows:

Bidder		Bid Amount (\$)
1. Wondries Family Collision Center, LLC	Alhambra, CA	\$69,400
2. Los Angeles Freightliner	Whittier, CA	\$94,500

Wondries Collision, headquartered in Alhambra, CA, has been in business since 1949. Estimated annual need in the amount of \$60,000 is projected based on actual and anticipated amount needed to adequately address vehicle collision repair.

Since Wondries Collision is the lowest responsive and responsible bidder, staff recommends that Wondries Collision be awarded a three year contract term with an option for two one-year extension periods, renewable at the discretion of the City Manager.

The contract amounts will be set as follows:

	Year 1 to 3	Year 4 Optional 1 <sup>st</sup> Extension	Year 5 Optional 2 <sup>nd</sup> Extension
Base Bid	\$174,600	\$ 58,200	\$ 58,200
Contingency Allowance	<u>\$ 5,400</u>	<u>\$ 1,800</u>	<u>\$ 1,800</u>
	\$180,000	\$ 60,000	\$ 60,000
			TOTAL <u>\$300,000</u>

The contingency allowance is to cover anticipated increase in services to meet existing and projected vehicle repair needs and Consumer Price Index adjustments.

**COUNCIL POLICY CONSIDERATION:**

This purchase supports the City Council's strategic goal to maintain fiscal responsibility and stability; and ensure public safety.

**ENVIRONMENTAL IMPACT:**

This action is exempt from CEQA pursuant to State CEQA Guidelines Section 15061(b)(3), the General Rule that CEQA only applies to projects that may have an effect on the environment.

**FISCAL IMPACT:**

The cost of this contract is \$180,000 and the total cost of this action will be \$300,000. Funding will be addressed by the utilization of existing budgeted appropriations from the Fleet Maintenance & Repair Fund budget account 51122059-823600. There is no anticipated impact to other operational programs or capital projects as a result of this action.

Respectfully submitted,



ARA MALOYAN, P.E.  
Director of Public Works

Prepared by:



Mark McCullough  
Public Works Administrator (BSFMD)

Approved by:



STEVE MERMELL  
City Manager