



City Council Report

Date: November 19, 2018
To: City Council
Through: Michael Kennington, Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: One-Year Renewal with a One-Year Renewal Option to the Term Contract for Auto Glass Repair and Replacement for the Fleet Services Department
(Citywide)

Recommendation

Council is requested to approve the contract renewal as recommended.

The Fleet Services Department and Purchasing recommend authorizing the renewal using the State of Arizona cooperative contract with Safelite Fulfillment Inc. dba Safelite Auto Glass at \$45,000 annually with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

Background / Discussion

This contract provides automotive glass services to include repairs and replacement for City vehicles. The contractor is required to comply with all Federal, State and municipal codes in regard to all services being performed under the State contract.

The State of Arizona contract was competitively bid, meets the City's procurement requirements, and allows for cooperative use. It is unlikely that competitively bidding will produce better pricing than through the cooperative contract.

Safelite Auto Glass agreed to renew the contract maintaining the current pricing. Safelite has numerous multiple repair trucks and technicians to cover the entire State and has consistently responded promptly to the City's inquiries and corrected any issues. Based on the on the State's volume, vendor's experience and size of their operation, this contract continues to be advantageous to the City and it is in the City's best interest to renew the contract.

Purchase Information

Action: Renewal (1st year of 2 possible)

Possible Renewals: 2nd year subject to State of Arizona, Administrative review and approval

Procurement Type: Cooperative Contract Use

Contract Number: 2016236

Contracting Agency/Contract Number: State of Arizona/ ADSPO16-112689

Original Council Award Date: 6/6/2016

Initial Contract Term: 28 Months (6/6/2016 through 10/20/2018)

Funding Source: Fleet Services Department operating budget