



# City Council Report

**Date:** November 16, 2020  
**To:** City Council  
**Through:** Michael Kennington, Deputy City Manager/Chief Financial Officer  
**From:** Edward Quedens, Business Services Director  
Matt Bauer, Procurement Administrator  
**Subject:** One-Year Term Contract with Four Years of Renewal Options for Vehicle Glass Repair and Replacement for the Fleet Services Department **(Citywide)**

## Recommendation

Council is requested to approve the award as recommended.

The Fleet Services Department and Purchasing recommend authorizing the purchase using the State of Arizona cooperative contract with Safelite Fulfillment Inc., at \$70,000 annually, with an annual increase allowance of up to 5%, or the adjusted Consumer Price Index.

## Background / Discussion

This contract will provide goods and services related to vehicle glass replacement, repair, and tinting for the City's fleet. This may include larger construction equipment and heavy equipment as well as automobiles and light duty vehicles.

The State cooperative contract has been competitively bid, meets the City's procurement requirements and allows for cooperative use. Fleet Services and Purchasing believe that going out for a formal bid would not result in any cost savings to the City.

## Purchase Information

Action: Award

Procurement Type: Cooperative Contract Use

Contract Number: 2021077

Contracting Agency/Contract Number: State of Arizona/CTR051874

Local Consideration: Policy did not apply to this procurement method

Protests Received: None

Initial Contract Term: One Year

Possible Renewals: Up to a maximum of four years subject to Administrative review and approval

Funding Source: Fleet Services Department operating budget through the Fleet Internal Services Fund