

CITY COUNCIL ACTION REQUEST

Department(s): Finance	CEQA: Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment.	Coordination: City Attorney's Office; City Manager's Budget Office; Public Works Department	Dept. Approval: /s/ Drew Corbett
Council District(s): Citywide			CMO Approval:  9/5/24

SUBJECT: Actions Related to the Purchase Orders with Laguna Auto Body, Inc. and B2 Perfection Auto Body for Vehicle and Truck Collision Repairs, Bodywork, and Painting Services

RECOMMENDATION

Adopt a resolution authorizing the City Manager or her designee to:

- a) Amend purchase orders OP 65170 with Laguna Auto Body, Inc. (Sunnyvale, CA) and OP 65172 with B2 Perfection Auto Body (Sunnyvale, CA) for vehicle and truck collision repairs, bodywork, and painting services to increase the combined total compensation by \$350,000, for a maximum compensation not-to-exceed \$900,000 for the period ending May 29, 2025; and
- b) Exercise up to six one-year options to extend the term of the purchase orders with the last option ending on or about May 29, 2031, subject to the appropriation of funds.

BASIS FOR RECOMMENDATION:

The Fleet Management Division, Public Works Department (Fleet) is responsible for the fueling, preventive maintenance, repair, acquisition, and disposal of vehicles and equipment Citywide. Fleet utilizes outside service providers to provide collision repairs, bodywork, and painting services for various City equipment and vehicle assets. Outside providers are needed for these items to minimize operational impacts and mitigate equipment downtime. Fleet strategically coordinates repairs to effectively utilize limited staffing resources. These repair services are essential for safety and asset preservation.

In March 2024, a competitive Request for Bids was released by the Finance Department to procure these services. The Request for Bids provisioned for a one-year initial term and an additional six one-year options for the City to extend the term. Two responsive bids were submitted, and no protests were received. Both responsive and responsible bidders qualified for the City's local and small business preferences. The initial award to Laguna Auto Body, Inc. and B2 Perfection Auto Body pursuant to the bidding procedures of the San José Municipal Code, Section 4.12.310.B(2) was done under City Manager's authority. Fleet now requires additional funding to meet ongoing service needs for the remainder of the term. Approval of this recommendation ensures the City continues to receive these essential services with minimal impact to operations.

COMMISSION RECOMMENDATION/INPUT

No commission recommendation or input is associated with this action.

COST AND FUNDING SOURCE

The recommended action relating to this purchase order of \$350,000, is funded by the Public Works Non-Personal/Equipment appropriation in Vehicle Maintenance and Operation Fund.

FOR QUESTIONS CONTACT: Albie Udom, Deputy Director of Finance – Purchasing and Risk Management, at Albie.Udom@sanjoseca.gov.