



## Legislation Text

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**File #:** 22-1555, **Version:** 1

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**STRATEGIC PRIORITY:** Government Performance & Financial Management  
**AGENDA DATE:** August 10, 2022  
**COUNCIL DISTRICT(S):** All  
**DEPARTMENT:** Office of Procurement Services  
**EXECUTIVE:** Jack Ireland

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### **SUBJECT**

Authorize a three-year service price agreement for vehicle auto body collision repair services - First Class Auto, Inc., most advantageous proposer of two - Estimated amount of \$9,802,100 - Financing: General Fund (\$370,400) and Equipment and Fleet Management Fund (\$9,431,700) (subject to annual appropriations)

### **BACKGROUND**

This action does not encumber funds; the purpose of a service price agreement is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement. We anticipate the following City departments will use this agreement:

- Building Services Department
- Department of Equipment and Fleet Management
- Fire-Rescue Department
- Police Department

This service price agreement will provide for vehicle auto body collision repair services for the City's vehicle and heavy equipment fleet. Approximately 1,300 City vehicles are damaged per year during the course of providing services and the City must have a method of repairing these vehicles to ensure timely continuation of service.

A five-member committee from the following departments reviewed and evaluated the qualifications:

- Department of Equipment and Fleet Management (2)
- Police Department (1)
- Water Utilities Department (1)
- Office of Procurement Services (1)\*

\*The Office of Procurement Services evaluated cost and local preference, if applicable.

The committee selected the successful respondent on the basis of demonstrated competence and qualifications under the following criteria:

- Price 35 points
- Vendor facilities 30 points
- Capabilities and expertise 30 points
- Local Preference 5 points

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out email notifications to vendors registered under relevant commodity codes. To further increase competition, the Office of Procurement Services uses historical solicitation information, the Internet, and vendor contact information obtained from user departments to contact additional vendors.

On November 10, 2015, the City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$15.21; the selected vendor meets this requirement.

#### **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On December 13, 2017, City Council authorized a three-year service contract for vehicle and equipment body collision repair services with First Class Auto, Inc. by Resolution No. 17-1868.

On March 9, 2022, City Council authorized Supplemental Agreement No.1 to increase the service contract with First Class Auto, Inc. for vehicle and equipment body collision repair services for the Department of Equipment and Fleet Management by Resolution No. 22-0472.

#### **FISCAL INFORMATION**

Fund	FY 2022	FY 2023	Future Years
General Fund	\$ 30,886.67	\$ 169,746.67	\$ 169,766.66
Equipment and Fleet Management Fund	\$261,991.67	\$3,143,900.00	\$6,025,808.33
Total	\$292,878.34	\$3,313,646.67	\$6,195,574.99

#### **M/WBE INFORMATION**

In accordance with the City’s Business Inclusion and Development Policy adopted on September 23, 2020, by Resolution No. 20-1430, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Procurement Category	M/WBE Goal	M/WBE %	M/WBE \$
\$9,802,100.00	Other Services	N/A	<del>100.00%</del> N/A	<del>\$9,802,100.00</del> \$0.00
<ul style="list-style-type: none"> <li>The Business Inclusion and Development Policy does not apply to Other Service contracts, however the prime contractor is a certified M/WBE.</li> <li>First Class Auto, Inc. - Local; Workforce - 100.00% Local</li> </ul>				

## **PROCUREMENT INFORMATION**

Method of Evaluation for Award Type:

Request for Competitive Sealed Proposal	<ul style="list-style-type: none"> <li>Utilized for high technology procurements, insurance procurements, and other goods and services</li> </ul>
	<ul style="list-style-type: none"> <li>Recommended offeror whose proposal is most advantageous to the City, considering the relative importance of price, and other evaluation factors stated in the specifications</li> </ul>
	<ul style="list-style-type: none"> <li>Always involves a team evaluation</li> </ul>
	<ul style="list-style-type: none"> <li>Allows for negotiation on contract terms, including price</li> </ul>

The Office of Procurement Services received the following proposals from solicitation number BA22-00017860. We opened them on November 19, 2021. We recommend the City Council award this service price agreement in its entirety to the most advantageous proposer.

\*Denotes successful proposer

<b><u>Proposers</u></b>	<b><u>Address</u></b>	<b><u>Score</u></b>
*First Class Auto, Inc.	3150 Hansboro Ave. Dallas, TX 75233	92.50
Champion Collision Repair Center	2975 Eagle Dr. Grand Prairie, TX 75052	73.67

## **OWNER**

**First Class Auto, Inc.**

Javier V. Rodriguez, President