



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2012-0286

TO: Mayor and City Council Members
FROM: Allan Schneck, P.E., Director Department of Public Services
DATE: July 30, 2012
SUBJECT: Collision Repair Services

REQUEST:

City Council is requested to authorize an increase of an existing blanket purchase order to A-Auto Point Collision, Inc., Rochester Hills, Michigan for \$15,000.00 for a new total amount not-to-exceed \$40,000.00 through December 31, 2013.

REASON FOR PURCHASE:

The City issued Request for Proposals utilizing the MITN website for Automotive Body and Repair Finishing Services for City Vehicles with five (5) proposals submitted. Proposals were evaluated by Purchasing and Fleet personnel based on experience, qualifications, equipment, work program and pricing. A-Auto Point Collision, Inc. was selected as providing the best value to the City based on ability and capacity to do the work, experience and good pricing. The selection was supported by references received from another community currently utilizing A-Auto Point Collision for repair services.

One of the City's ambulances was involved in an accident that resulted in a significant amount of repair work needing to be performed. Funds to repair the ambulance were reimbursed by the City's insurance; however the initial contracted blanket amount was utilized to cover these repair services, resulting in the need to increase the blanket. The increase is needed to allow for any additional collision repairs or bodywork/painting services to be performed during the remainder of the current contract.

PROCESS:

Vendor Name and Address:

A-Auto Point Collision, Inc.
2185 Crooks Road
Rochester Hills, MI 48309

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order

BUDGET:

It is anticipated that the additional amount for collision repair can be absorbed into the current Vehicle Maintenance account budget.

| Fund Name | Department Account No | Account No. Description | Budget Amount | Cost | Remaining Budget |
|------------------|------------------------------|--------------------------------|----------------------|-------------|-------------------------|
| Fleet | 661.938000 | Maintenance-Vehicle | \$585,650.00 | \$40,000.00 | \$545,650.00 |
| | | | | | |
| | | | | | |

RECOMMENDATION:

It is recommended that Rochester Hills City Council amend the existing blanket purchase order to A-Auto Point Collision, Inc., Michigan in the amount of \$15,000.00 for a new total amount not-to-exceed \$40,000.00 through December 31, 2013.

| APPROVALS: | SIGNATURE | DATE |
|--|------------------|-------------|
| Department Review | | |
| Department Director | | |
| Budget Content: Finance Director | | |
| Purchasing Process: Supervisor of Procurement | | |
| Mayor | | |
| City Council Liaison | | |