

Memorandum



CITY OF DALLAS

DATE August 1, 2014

TO Members of the Budget, Finance & Audit Committee: Jerry R. Allen (Chair),
Jennifer S. Gates (Vice Chair), Tennell Atkins, Sheffie Kadane, Philip T. Kingston

SUBJECT **Upcoming Agenda Item: Auto Body Collision Repair Services for City Vehicles**

The August 27, 2014, City Council Agenda will include an item to authorize two contracts for vehicle auto body collision repair services for three years totaling \$4,960,095. This action will allow for body collision repairs on City owned fleet involved in accidents and/or incidents.

As part of the solicitation process, a Request For Competitively Sealed Proposals was advertised January 2014. Eleven (11) proposers participated in this process. The successful proposers were selected by a committee on the basis of demonstrated competence and qualifications using the following criteria:

- Cost 40 points
- Vendor Experience/Qualifications 30 points
- Vendor Facilities 15 points
- Business and Inclusion Development Plan 15 points

The recommended awardees are:

- First Class Auto, Inc. - for vehicles under 1 ton
- Graff Chevrolet Company - for vehicles/equipment over 1 ton

These vendors have demonstrated the ability to handle the City's projected volume of 2,850 body shop repairs and, if there should be a spike in volume, the vendors can subcontract as necessary.

Please let me know if you need additional information.

Forest E. Turner
Assistant City Manager

cc: Honorable Mayor and Members of City Council
A.C. Gonzalez, City Manager
Warren M.S. Ernst, City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge
Ryan S. Evans, Interim First Assistant City Manager

Jill A. Jordan, P.E., Assistant City Manager
Joey Zapata, Assistant City Manager
Charles M. Cato, Interim Assistant City Manager
Theresa O'Donnell, Interim Assistant City Manager
Jeanne Chipperfield, Chief Financial Officer
Shawn Williams, Interim Public Information Officer
Elsa Cantu, Assistant to the City Manager