


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; Department of Public Works	Dept. Approval: /s/ Rick Bruneau
Council District(s): Citywide			CMO Approval:  8/29/23

SUBJECT: ACTIONS RELATED TO THE PURCHASE ORDER WITH ALMADEN BODY AND PAINT FOR VEHICLE AND TRUCK COLLISION REPAIRS, BODYWORK, AND PAINTING SERVICES

RECOMMENDATION:

Adopt a resolution authorizing the City Manager to:

- a) Amend purchase order OP 63712 with Almaden Body and Paint (San José, CA) for vehicle and truck collision repairs, bodywork, and painting services to increase the total compensation by \$150,000, for a maximum compensation not-to-exceed \$450,000 for the period ending June 25, 2024; and
- b) Exercise up to four one-year options to extend the term of the purchase order with the last option ending on or about June 25, 2028, subject to the appropriation of funds.

Desired Outcome: Authorizing the City Manager to take this action provides the City with vehicle and truck collision repairs, bodywork, and painting services for various City Fleet assets.

BASIS FOR RECOMMENDATION:

The Fleet Management Division, Department of Public Works (Fleet) is responsible for overseeing collision repairs of equipment and vehicles Citywide. Fleet utilizes outside service providers to provide collision repairs, bodywork, and painting services for various City departments' equipment and vehicle assets. Utilizing these outside service providers allows the City to minimize department operational impacts and mitigate equipment downtime. Fleet strategically coordinates collision repairs to utilize limited staffing resources effectively and avoid delays in service delivery. These collision repair services are essential for safety and to preserve City Fleet assets.

In March 2023, a competitive Request for Bids was released by the Finance Department to procure these services. One responsive bid was submitted and no protests were received. The lowest priced, responsive, and responsible bidder did not apply for the City's local or small business preference. Staff awarded to Almaden Body and Paint pursuant to the bidding procedures of the San José Municipal Code, Section 4.12. 310.B. Approval of this recommendation will ensure the City continues to receive these essential collision repair, bodywork, and painting services with minimal impact to operations.

Commission Recommendation/Input: There is no commission recommendation or input associated with this action.

COST AND FUNDING SOURCE:

Fund #	Appn #	Appn. Name	Total Appn.	Amt. for Recommendation	2023-2024 Proposed Budget Page*	Last Budget Action (Date, Ord. No)
552	0572	NP/EQUIP-PUBLIC WORKS	\$3,041,166	\$150,000	946	06/20/23 30933

* The 2023-2024 Adopted Operating Budget was approved on June 13, 2023 and adopted on June 20, 2023 by the City Council.

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