

Meeting Date: 6/24/2014

Report Type: Consent

Report ID: 2014-00447

Title: Contract Supplement No. 3: Vehicle Body Repairs and Services

Location: Citywide

Recommendation: Pass a Motion 1) authorizing the City Manager or the City Manager's designee to execute Contract Supplement No. 3 to Contract No. 2010-0543 with Harrold Ford for light duty vehicle body repairs and services in an amount not to exceed \$298,093 for a revised total contract amount not to exceed \$1,036,493 through the end of the contract term on July 12, 2014; 2) resetting the City Manager's authority to issue contract supplements; and 3) ratifying prior purchases for light duty vehicle body repairs and services made in FY2013/14 with Harrold Ford in the amount of \$114,585.

Contact: Iseña Garcia, Program Specialist, (916) 808-1163; Keith Leech, Fleet Manager, (916) 808-5869, Department of General Services

Presenter: None

Department: General Services

Division: Fleet Management

Dept ID: 13001211

Attachments:

1-Description/Analysis

2-Contract

City Attorney Review

Approved as to Form
Kourtney Burdick
6/16/2014 10:24:46 AM

Approvals/Acknowledgements

Department Director or Designee: Peter Jensen - 6/4/2014 4:02:58 PM

Description/Analysis

Issue Detail: The Department of General Services (DGS), Fleet Management Division, has an ongoing requirement for light duty vehicle body repairs and services for City vehicles and equipment. Fleet Management staff estimates that an additional \$298,093 will be needed for light duty vehicle body repairs and services through July 12, 2014, the end of the original contract term.

Policy Considerations: The recommendations in this report are in accordance with the provisions of City Code Chapter 3.56.

Economic Impacts: None

Environmental Considerations:

California Environmental Quality Act (CEQA): No environmental review is necessary because the recommendations in this report involve the purchase of vehicle body repairs and services in support for City vehicles and equipment and are not considered to be a project in accordance with Section 15378(b)(2) of the CEQA guidelines.

Sustainability: Not applicable

Commission/Committee Action: None

Rationale for Recommendation: The DGS, Fleet Management Division, has an ongoing requirement to provide light duty vehicle body repairs and services for City vehicles and equipment. On July 13, 2010 City Council adopted Resolution No. 2010-392 awarding a one-year contract with three one-year renewal options to Harrold Ford for light duty vehicle body repairs and services in an amount not to exceed \$678,400. Contract Supplement No. 1 was executed on July 5, 2011 to extend the time of performance for one year. Contract Supplement No. 2 was executed on April 23, 2014 under City Manager authority to increase the contract by \$60,000 for a new total not-to-exceed amount of \$738,400. Fleet Management has determined that the contract authority of \$738,400 has been exceeded by \$114,585 due to an unanticipated level of body repairs and services. Consequently, this report includes a recommendation to ratify these prior expenditures. Contract Supplement No. 3 in the amount of \$298,093, for a revised total contract amount not to exceed of \$1,036,493, includes the prior expenditures of \$114,585 plus an estimated \$183,508 through the end of the contract term on July 12, 2014.

Financial Considerations: Fleet Management estimates that an additional \$298,093 is needed for vehicle body repairs and services expenditures through July 12, 2014, the end of the original contract term. Sufficient funds are available in the DGS FY2013/14 operating budget (Fleet Fund, Fund 6501) to purchase the required vehicle body repairs and services through June 30, 2014. Purchases after July 1, 2014, and through the duration of the contract on July 12, 2014 are subject to funding availability in the FY2014/15 adopted budget.

Local Business Enterprise (LBE): Harrold Ford is a local business enterprise.

Requires Council Approval: No YES **Meeting:**
 Real Estate Other Party Signature Needed Recording Requested

General Information

Type: Nonprofessional Services PO Type: N/A	Attachment: No.:
Not to Exceed: \$1,036,493.00	Original Doc Number:
Other Party: Harrold Ford	Certified Copies of Document:
Project Name: Vehicle Body Repairs and Services	Deed: <input type="checkbox"/> None <input type="checkbox"/> Included <input type="checkbox"/> Separate
Project Number: Bid Transaction #: N/A	E/SBE-DBE-M/WBE:

Department Information

Department: **General Services** Division: **Fleet Management**
 Project Mgr: **Iseña Garcia**
 Contract Services: **N/A** Division Mgr: **Keith Leech**
 Phone Number: **808-1163** Org Number: **13001311**
 Comment: **Original Contract Amount: 738,400.00**

Review and Signature Routing

Department Signature or Initial Date
 Project Mgr: JDH 5/23/14
 Contract Services: _____

City Attorney Signature or Initial Date
 City Attorney: KCB 5/27/14

Send Interoffice Mail to Reina J. Schwartz (12500)
 Notify for Pick Up: Iseña Garcia - 808-1163

Authorization Signature or Initial Date
 Reina Schwartz
 Director, General Services: _____
 City Mgr: Yes No

Contract Cover/Routing Form: Must Accompany ALL Contracts;
 however, is not part of the contract. (01-01-09)
 (Under \$100K - Blue)

For City Clerk Processing

Finalized:
 Initial: _____
 Date: _____

Imaged:
 Initial: _____
 Date: _____

Received:
 (City Clerk Stamp Here)

**CONTRACT SUPPLEMENT
(Nonprofessional Services)**

Project Title and Job Number: Vehicle Body Repairs and Services (B10131061025)
Purchase Order #:

Date: 5/22/14
Contract Supplement No.: 3

The City of Sacramento ("City") and Harrold Ford
("Contractor"), as parties to that certain Nonprofessional Services Agreement designated as Agreement Number 2010-0543, including any prior contract supplements modifying the agreement (the agreement and contract supplements are hereafter collectively referred to as the "Agreement"), hereby supplement and modify the Agreement as follows:

1. The scope of Services specified in Exhibit A of the Agreement is amended as follows:

To allow the City to purchase additional vehicle body repairs and services on an as-needed basis as determined by the City, the not-to-exceed amount of the contract is increased by \$298,093 for a new total not-to-exceed amount of \$1,036,493 through the end of the contract term on July 12, 2014.

2. In consideration of the additional and/or revised services described in section 1, above, the maximum not-to-exceed amount that is specified in Exhibit B of the Agreement for payment of Contractor's fees and expenses, is increased by \$298,093, and the Agreement's maximum not-to-exceed amount is amended as follows:

Agreement's original not-to-exceed amount:	<u>\$678,400.00</u>
Net change by previous contract supplements:	<u>\$60,000.00</u>
Not-to-exceed amount prior to this contract supplement:	<u>\$738,400.00</u>
Increase by this contract supplement:	<u>\$298,093.00</u>
New not-to exceed amount including all contract supplements:	<u>\$1,036,493.00</u>

3. Contractor agrees that the amount of increase or decrease in the not-to-exceed amount specified in section 2, above, shall constitute full compensation for the additional and/or revised services specified in section 1, above, and shall fully compensate Contractor for any and all direct and indirect costs that may be incurred by Contractor in connection with such additional and/or revised services, including costs associated with any changes and/or delays in work schedules or in the performance of other services or work by Contractor.
4. Contractor warrants and represents that the person or persons executing this contract supplement on behalf of Contractor has or have been duly authorized by Contractor to sign this contract supplement and bind Contractor to the terms hereof.
5. Except as specifically revised herein, all terms and conditions of the Agreement shall remain in full force and effect, and Contractor shall perform all of the services, duties, obligations, and conditions required under the Agreement, as supplemented and modified by this contract supplement.

Approval Recommended By:

Approved As To Form By:

Iseña Y. Garcia
Project Manager

Kourtney J. Burdick
City Attorney

Approved By:

[Signature]
Contractor

Attested To By:

Approved By:

City of Sacramento

City Clerk