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Title: Vehicle Repairs and Maintenance Service Contracts for Durham County Vehicles

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Attachments: 1. Memo, 2. RFP 18-017- REVISED Bid Tabulation-Vehicle Maintenance & Vehicle Repair Services, 3. Eval Tabulation Vehicle Repairs and Vehicle Services, 4. MWBE Compliance Review Form-AAF for 18-017 RFP 110718, 5. Scope of Services Package A, 6. Scope of Services Package B

Date	Ver.	Action By	Action	Result
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Item:

Vehicle Repairs and Maintenance Service Contracts for Durham County Vehicles

Date of BOCC Meeting: January 14, 2019

Request for Board Action:

The Board is requested to authorize the County Manager to execute Service Contracts with Speight’s, Ingold Tire, Hendrick, University Ford, and Sports Durst for vehicle repairs and maintenance services for Durham County vehicles. RFP18-017, Vehicle Maintenance and Vehicle Repair Services, was solicited to local businesses specializing in vehicle maintenance/repair and included two separate packages, A & B. Package “A” consisted of a scope for routine vehicle maintenance services (oil change, safety inspection, battery replacement, tire replacement etc.). Package “B” detailed a scope of requirements for extensive vehicle repairs that are needed on occasion (collision, engine repair, transmission repair, etc.). With the assistance of the County Purchasing department, an evaluation committee reviewed the proposals to determine the best qualified firms for the required services. Based on the respective bidder qualifications, the evaluation committee determined that it would serve the County’s best interest by entering into service contracts for regular vehicle maintenance (Package “A”) with Speight’s Auto Service Center, Ingold Tire, and Sports Durst. The committee also determined that contracts for vehicle repairs (Package “B”) should be executed with University Ford, Hendrick-Southpoint, and Sports Durst. For both packages, a decision to award contracts to multiple vendors was made on the basis of reducing wait times for routine repairs and services, as well as allowing specific vehicle makes to go to the repair/maintenance shops that specialize in the vehicles specific brand. (i.e. Ford models to University Ford, GM models to Hendrick Southpoint).

Pricing for the vehicle maintenance contracts will be on a per service basis at a pre-determined rate as defined in the vendor’s respective proposals. As with maintenance contracts, pricing for vehicle repair contracts is also established at a pre-determined hourly rate and proposed parts markup, as defined in the respective vendor’s proposal. The County Fleet Coordinator will be responsible for the oversight of fleet maintenance and repair service contracts and insure that invoices reflect the proper pre-determined markups/rates for the services received.

With the execution of these contracts for vehicle maintenance and repair, County Departments will be able to utilize the automotive service vendor that best fits their specific needs while also ensuring quality workmanship at consistent pricing.

Alignment with Strategic Plan: This item aligns with Goal 3: Safe and Secure Community

Resource Persons: Motiryo Keambiroiro, General Services Director, Brad Willman, Fleet Coordinator, Eli McCutcheon, Quality Contract and Contract Specialist

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to execute service contracts for Vehicle Maintenance to Speight's, Ingold Tire, and Sports Durst and to execute service contracts for vehicle repairs to University Ford, Hendrick-Southpoint, and Sports Durst for Durham County vehicles.

County Manager: _____