



Legislation Text

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Recommendation for Bid Award and Contract Negotiations with CEI for Vehicle Accident Management Services (B)

This item is a request to Bid Award to CEI for Vehicle Accident Management Services.

In FY03-04, Fleet Management personnel reviewed the process for repairing damaged fleet vehicles. The review confirmed that the process created extensive vehicle downtime to our customers (operating departments) and that it required several personnel hours from Fleet and Purchasing Staff. Staff concluded that the out sourcing of a one-stop service for accident reporting, collision repairs, third party claims and facilitating the quick turnaround on vehicle repairs would provide cost savings opportunities to our customers by drastically reducing vehicle downtime. Additionally, staff time spent on the process would be reduced thereby allowing more time for other projects.

In September 2004, the City Commission approved a one (1) year contract with the CEI Group, Inc. to perform this service using local vendors who qualified for partnerships. The recommendation from staff included the piggy backing on a contract that was competitively bid by the State of Washington.

Fleet Management has utilized two competitively bid contracts with Kern County, California and City of Tacoma, Washington since 2007. The most current contract was with City of Tacoma, Washington which expired December 31, 2013. Annual average budget for collision repairs has been \$102,000.00.

In anticipation of this award, CEI has begun the process of soliciting local vendors to apply for possible inclusion in CEI's network of collision repair facilities. All interested vendors will be evaluated for qualification based on pre-determined industry specific criteria. Vendors meeting qualification standards will then be evaluated with one vendor to be chosen as the primary provider and one chosen as the secondary provider. All other vendors meeting qualification standards may be included in an eligibility list for future consideration.

Fleet Management staff requests the Commission approve bid award and contract negotiations with CEI.

Funds are available in the Fleet Management Fund operating budget.

The City Commission award bid and contract negotiations with CEI and authorize the City Manager or his designee to execute the contract pending approval by the City Attorney as to form and legality.