

RESOLUTION No. 2008-205-892

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, AUTHORIZING THE CITY MANAGER TO ISSUE PURCHASE ORDERS ON AN AS NEEDED BASIS TO MASTERS PAINT & BODY SHOP FOR AUTO BODY REPAIRS IN AN AMOUNT NOT TO EXCEED THE BUDGETED AMOUNT; PROVIDING FOR THE ADOPTION OF REPRESENTATIONS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary for the City to maintain its extensive fleet of vehicles,
and

WHEREAS, it is necessary for the City to utilize the services of an Auto Repair Service Shop to repair damaged vehicles, and

WHEREAS, City staff advertised ITB #07-08-052 On August 25, 2008, and

WHEREAS, two (2) bids were received and publicly read, and

WHEREAS, Masters Paint & Body Shop, was one of the apparent low bidders,
and

WHEREAS, City staff is recommending, that the City Council authorize the City Manager to issue purchase orders to Masters Paint & Body Shop for auto body repairs,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, AS FOLLOWS:

Section 1. ADOPTION OF REPRESENTATIONS: The foregoing Whereas paragraphs are hereby ratified and confirmed as being true, and the same are hereby made a specific part of this Resolution.

Section 2. AUTHORIZATION: The City Council of the City of Miami Gardens hereby authorizes the City Manager to issue purchase orders to Masters Paint & Body

Shop, for auto body repairs on an as needed basis, in an amount not to exceed the budgeted amount in accordance with that certain ITB #07-08-052.

Section 3. EFFECTIVE DATE: This Resolution shall take effect immediately upon its final passage.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS AT ITS REGULAR MEETING HELD ON OCTOBER 22, 2008.


SHIRLEY GIBSON, MAYOR

ATTEST:


RONETTA TAYLOR, MMC, CITY CLERK

PREPARED BY: SONJA KNIGHTON DICKENS, ESQ.
City Attorney

SPONSORED BY: DANNY CREW, CITY MANAGER

MOVED BY: Councilman Campbell
SECONDED BY: Councilman Gilbert

VOTE: 7-0

Mayor Shirley Gibson	<u> X </u> (Yes)	<u> </u> (No)
Vice Mayor Barbara Watson	<u> X </u> (Yes)	<u> </u> (No)
Councilman Melvin L. Bratton	<u> X </u> (Yes)	<u> </u> (No)
Councilman Aaron Campbell	<u> X </u> (Yes)	<u> </u> (No)
Councilman Oliver Gilbert, III	<u> X </u> (Yes)	<u> </u> (No)
Councilwoman Sharon Pritchett	<u> X </u> (Yes)	<u> </u> (No)
Councilman André Williams	<u> X </u> (Yes)	<u> </u> (No)

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City of Miami Gardens

1515-200 NW 167th Street
Miami Gardens, Florida 33169



Mayor Shirley Gibson
Vice Mayor Barbara Watson
Councilman Melvin L. Bratton
Councilman Aaron Campbell Jr.
Councilwoman Sharon Pritchett
Councilman Oliver G. Gilbert III
Councilman André Williams

Agenda Cover Page

Date: **October 22, 2008**

Fiscal Impact: No Yes **X**

(If yes, explain in Staff Summary)

Funding Source: Fleet Div.

Contract/P.O. Requirement: Yes **X** No

Sponsor Name/Department:

Danny Crew, City Manager

Public hearing

Ordinance

1st Reading 2nd Reading

Advertising requirement: Yes **X** No

RFP/RFQ/Bid # ITB#07-08-052

Auto Body Collision Repairs

Quasi-Judicial

Resolution **X**

Title

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, AUTHORIZING THE CITY MANAGER TO ISSUE PURCHASE ORDERS ON AN AS NEEDED BASIS TO MASTERS PAINT & BODY SHOP FOR AUTO BODY REPAIRS IN AN AMOUNT NOT TO EXCEED THE BUDGETED AMOUNT OF \$136,000; PROVIDING FOR THE ADOPTION OF REPRESENTATIONS; PROVIDING AN EFFECTIVE DATE.

Staff Summary

The City has an extensive fleet. We have 335 vehicles with approximately 299 on the road at any time of the day. With a fleet of this size, accidents occur and we experience vehicle vandalism. The necessity of a qualified auto body repair facility is needed.

Analysis:

Currently the City contacts at least three auto repair facilities for quotations each time a need arises, this process is very time consuming in that each time a vendor is requested to provide a quote, staff has to perform a thorough investigation for licenses, insurance etc.

Staff prepared specifications to establish a term contract with licensed auto repair facilities on an as needed when needed basis for an initial period of two years with option to renew for one two year term. The contract is non-exclusive with two companies being pre-qualified. Quotes will be obtained from the two companies for auto/collision repairs.

The solicitation ITB#07-08-052 advertised on August 25, 2008. A broadcast notice was sent to 249 vendors. Five vendors requested bid packages. The bids were opened on September 19,

2008. Two bids were received and publicity read. A copy of the bid document and submittals are available at the assistant to the mayor and council's office for review. The tabulation sheet is attached as Exhibit "A".

The bid submittals were evaluated for compliance with the specifications, their ability to perform the work, location of facility, qualified personnel, and proper equipment. References were checked with favorable results. Based on our evaluation, both submittals are responsive to our needs. This would allow us to pre-qualify them and obtain quotes and use their services as the need arises.

References were checked with favorable results.

In instances where insurance claims are involved, funding is offset by the City's or third party insurance. Funding for these repairs is available in the Fleet fund – repairs and maintenance yearly budget of \$136,820.00.

Recommendation:

The City Council approve the attached resolution authorizing the City Manager to issue purchase orders as needed for auto body repairs to Masters Paint & Body Shop, located in West Park, Florida.



City of Miami Gardens
 1515 N.W. 167th Street: Bldg. 5 Suite 200
 Miami Gardens, Florida 33169

"ITB# 07-08-052- AUTO BODY- COLLISION REPAIRS:"
 September 18, 2008

Procurement Department
Tabulation Sheet

	Auto Holdings Corp	Masters Paint & Body shop
Have a fully equipped and well established firm as required in this solicitation and which may be verified by on-site inspection.	Yes	Yes
Facilities must be located within the City of Miami Gardens or within a fifteen (15) mile radius of the City of Miami Gardens, City Hall, located at 1515 NW 167 Street, Miami Gardens, FL. 33169, in order to qualify	Yes	Yes
Bidder must be able to show a minimum of two (2) years of experience in Body work repair, refurbishment and painting.	Yes	Yes
Bidder must have a fax machine minimum.	Yes	Yes
Bidder must have an approved computer software program designed	Yes	Yes

<p>exclusively for body shop repair, such as the program "Mitchell Ultra Mate" or approved equal. Hand written estimated will not be accepted. NAME OF SOFTWARE _____</p>	<p>CCC Pathways</p>	<p>Dell XP-Mitchell-ULTRMATE</p>
<p>Facility must provide security in the form of a fenced lot, or inside of a secure building, for no less than four (4) standard sized vehicles simultaneously.</p>	<p>Yes</p>	<p>Yes</p>
<p>Facility must have a spray booth large enough to accommodate all Group 1 or 2 vehicles. GROUP I _____ AND/ OR GROUP II _____</p>	<p>Yes Yes for Group I only</p>	<p>Yes Yes for Groups I&II</p>
<p>Currently employ at least one Technician with a valid ASE Certificate in body repair and or structural analysis.</p>	<p>Yes</p>	<p>Yes</p>
<p>Currently employ at least one Technician with a valid ASE Certificate in painting and refinishing.</p>	<p>Yes</p>	<p>Yes</p>