



Fulton County Board of Commissioners
Agenda Item Summary

19-1140

BOC Meeting Date
 12/18/2019

Requesting Agency

Real Estate and Asset Management

Commission Districts Affected

All Districts

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval of statewide contract- Department of Real Estate and Asset Management, SWC90816, Motor Vehicle Maintenance & Inventory Management Services in the amount of \$475,000.00 with Automotive Rental Inc. (Mt Laurel, NJ), to provide repairs and maintenance for specialized heavy equipment and other vehicles for Fulton County. Effective dates: January 1, 2020 through December 31, 2020.

Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-459, requests for approval of statewide contracts of more than \$49,999.99 shall be forwarded to the Board of Commissioners for approval.

Is this Item related to a Strategic Priority Area? *(If yes, note strategic priority area below)*

Yes All People trust government is efficient, effective, and fiscally sound

Is this a purchasing item?

Yes

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

Scope of Work: This contract provides active supervision of the vendors in the network including quality of service, billing, invoicing, and the hourly fee structure for each repair type. The scope of service includes all labor, parts, equipment, materials and transportation for the repair of the County owned equipment or vehicles placed in the network. The annual network fee is \$4.82 per month/per vehicle.

Vehicle Category	Number of Vehicle	Current Maintenance
Heavy/Specialized Equipment	689	100% out source for PM and repairs
Passenger Vehicles	735	In-house staff for PM and minor repairs
Total	1424	

Community Impact: None that the Department is aware of.

Department Recommendation: The Department of Real Estate and Asset Management recommends approval of statewide contract to provide repairs and maintenance services for specialized heavy equipment and other vehicles for the Fulton County vehicle fleet for fiscal year 2020.

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Director	Phone (404) 612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

The contract with Automotive Rental Inc. (ARI) allow the county to continue use of the statewide network to utilize a single procurement vehicle to consolidate and coordinate the use of outside repairs for heavy/specialized vehicles and equipment for the 20+ vehicle brands within the existing fleet.

The Department does not have the adequate staffing, equipment, or resources to conduct repairs or preventative maintenance in the heavy equipment category. A vehicle in the heavy and specialized equipment category requires specialized mechanic technicians and equipment or requires repairs that can only be performed by a factory authorized vendor.

Historical Expenditures:

- FY2019: The County expenditures as of 11/15/2019, \$303,818.82
- FY2018: The County spent \$700,000.00 (\$200,000- Increase spending authority, #18-0750)
- FY2017: The County spent \$363,347.11

Project Implications: The approval of this contract will address all outstanding vehicle and road equipment maintenance issue; and provide cost-effective vehicle administration and maintenance management services through a comprehensive network of commercial maintenance repair.

Community Issues/Concerns: None that the Department is aware of.

Department Issues/Concerns: If this statewide contract is not approved, there will be no repairs performed by factory authorized vendor for heavy/specialty vehicles and road equipment.

History of BOC Agenda Item: This is a new request.

Contract & Compliance Information	<i>(Provide Contractor and Subcontractor details.)</i>
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Solicitation Information	NON-MFBE	MBE	FBE	TOTAL
No. Bid Notices Sent:				
No. Bids Received:				

Total Contract Value	Click here to enter text.
Total M/FBE Values	Click here to enter text.
Total Prime Value	Click here to enter text.

Fiscal Impact / Funding Source *(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)*

700-520-5223-1710: Internal Service Fund, Real Estate and Asset Management, Garage Parts- \$237,500

203-540-5482-1160: Water & Sewer R & E, Public Works, Professional Services- \$237,500

“Subject to availability of funding adopted for FY2020 by BOC”

Exhibits Attached *(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*

Exhibit 1: SWC Benefits Sheet

Exhibit 2: SWC90816

Exhibit 3: Contractor’s Performance Report

Exhibit 4: Statewide Justification Use Form

Source of Additional Information *(Type Name, Title, Agency and Phone)*

Joseph N. Davis, Director, Department of Real Estate and Asset Management, (404) 612-3772

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Director	Phone (404) 612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

Procurement			
Contract Attached: Yes		Previous Contracts: Yes	
Solicitation Number: SWC90816	Submitting Agency: Department of Real Estate and Asset Management	Staff Contact: Harry Jordan	Contact Phone: (404) 612-5933
Description: Approval to utilize statewide contract to provide repairs and maintenance services for specialized heavy equipment and other vehicles for the Fulton County vehicle fleet for FY2020.			
FINANCIAL SUMMARY			
Total Contract Value:		MBE/FBE Participation:	
Original Approved Amount: .		Amount: .	%: .
Previous Adjustments: .		Amount: .	%: .
This Request: \$475,000.00		Amount: .	%: .
TOTAL: \$475,000.00		Amount: .	%: .
Grant Information Summary:			
Amount Requested: .	<input type="checkbox"/>	Cash	
Match Required: .	<input type="checkbox"/>	In-Kind	
Start Date: .	<input type="checkbox"/>	Approval to Award	
End Date: .	<input type="checkbox"/>	Apply & Accept	
Match Account \$: .			
Funding Line 1: 700-520-5223-1710: \$237,500.00 "Subject to availability of funding adopted for FY2020 by BOC"	Funding Line 2: 203-540-5482-1160: \$237,500.00 "Subject to availability of funding adopted for FY2020 by BOC"	Funding Line 3: .	Funding Line 4: .
KEY CONTRACT TERMS			
Start Date: 1/1/2020	End Date: 12/31/2020		
Cost Adjustment: .	Renewal/Extension Terms: .		
ROUTING & APPROVALS (Do not edit below this line)			
X	Originating Department:	Davis, Joseph	Date: 11/25/2019
X	County Attorney:	Stewart, Derval	Date: 12/10/2019
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 12/10/2019
X	Finance/Budget Analyst/Grants Admin:	Whitted, Ivan	Date: 11/26/2019
.	Grants Management:	.	Date: .
X	County Manager:	Anderson, Dick	Date: 12/11/2019



**CONTRACT AMENDMENT # 15
EXTENSION # 8**

This amendment by and between the Contractor and State Entity defined below shall be effective as of the date this Amendment is fully executed.

STATE OF GEORGIA CONTRACT	
State Entity's Name:	Department of Administrative Services
Contractor's Full Legal Name:	Automobile Rentals, Inc.
Contract No.:	SWC90816
Solicitation Title/Event Name:	Motor Vehicle Maintenance and Inventory Management Services
Contract Award Date:	10/05/2009
Current Contract Term:	12/4/2018-12/31/2019
Amendment No.:	15

BACKGROUND AND PURPOSE. The Contract is in effect through the Current Term provided above. The parties hereto now desire to amend the contract to extend for an additional term of twelve months.

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties do hereby agree as follows:

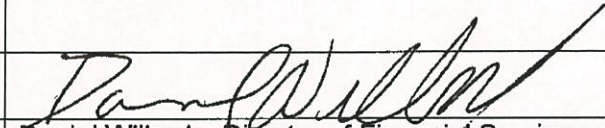
- CONTRACT EXTENSION.** The parties hereby agree that the contract will be extended for an additional period of time as follows:

NEW CONTRACT TERM	
Beginning Date of New Contract Term:	01/1/2020
End Date of New Contract Term:	12/31/2020

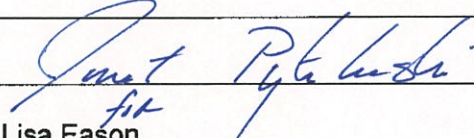
- 2. The parties agree the contract will expire at midnight on the date defined as the "End Date of the New Contract Term" unless the parties agree to extend the contract for an additional period of time.
- 3. **SUCCESSORS AND ASSIGNS.** This Amendment shall be binding upon and inure to the benefit of the successors and permitted assigns of the parties hereto.
- 4. **ENTIRE AGREEMENT.** Except as expressly modified by this Amendment, the contract shall be and remain in full force and effect in accordance with its terms and shall constitute the legal, valid, binding and enforceable obligations to the parties. This Amendment and the contract (including any written amendments thereto), collectively, are the complete agreement of the parties and supersede any prior agreements or representations, whether oral or written, with respect thereto. Should the State of Georgia (DOAS) enter into a new contract for these products and/or services, during the term of this Extension, the new contract shall supersede this Extension.

IN WITNESS WHEREOF, the parties have caused this Amendment to be duly executed by their authorized representatives.

CONTRACTOR

Contractor's Full Legal Name: (PLEASE TYPE OR PRINT)	Automotive Rentals, Inc.
Authorized Signature:	
Printed Name and Title of Person Signing:	Daniel Willard – Director of Financial Services
Date:	10-29-2019
Company Address:	4001 Leadenhall Rd., Mt. Laurel, New Jersey 08054

STATE ENTITY

Authorized Signature:	
Printed Name and Title of Person Signing:	Lisa Eason Deputy Commissioner State Purchasing Division
Date:	November 7, 2019
Company Address:	200 Piedmont Avenue, S.E., Suite 1302, West Tower Atlanta, Georgia 30334-9010

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT
GOODS AND COMMODITIES SERVICES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
1/1/2019	12/31/2019	1/1/2019	12/31/2019
PO Number			PO Date
013119-0105			1/31/2019
Department	REAL ESTATE AND ASSET MANAGEMENT		
Bid Number	SWC 90816		
Service Commodity	Medium & Heavy Duty Vehicles & Equipment Repair		
Contractor	Automotive Rental, Inc.		

= Unsatisfactory	<i>Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.</i>
= Poor	<i>Achieves contract requirements 70% of the time. Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customers somewhat satisfied.</i>
= Satisfactory	<i>Achieves contract requirements 80% of the time; generally responsive, effective and/or efficient; delays are excusable and/or results in minor programs adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.</i>
= Good	<i>Achieves contract requirements 90% of the time. Usually responsive; effective and/or efficient; delays have not impact on programs/mission; key employees are highly competent and seldom require guidance; customers are highly satisfied.</i>
= Excellent	<i>Achieves contract requirements 100% of the time. Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal directions; customers expectations are exceeded.</i>

. Quality of Goods/Services (-Specification Compliance - Technical Excellence - Reports/Administration - Personnel Qualification)

Comments:

0
 1
 2
 3
 4

The service and support provided by the vendor is great

. Timeliness of Performance (-Were Milestones Met Per Contract - Response Time (per agreement, if applicable) - Responsiveness to Direction/Change - On time Completion Per Contract)

Comments:

0
 1
 2
 3
 4

ARI works with the customer to make sure the vendors provide good service in a timely manner

. Business Relations (-Responsiveness to Inquiries - Prompt Problem Notifications)

Comments:

0
 1
 2
 3
 4

The support staff at ARI is very responsive to inquiries and issues. They resolve most issues with in 24hrs

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ified with the level of professional service and support from the ARI staff.

- 1
- 2
- 3
- 4

[Empty text box for comments]

Contractors Key Personnel (-Credentials/Experience Appropriate - Effective Supervision/Management - Available as Needed)

- 0
- 1
- 2
- 3
- 4

Comments:

Mike & Carole are outstanding account representatives

[Empty text box for comments]


Overall Performance Rating: 3.4

Would you select/recommend this vendor again?
Check box for Yes. Leave Blank for No)

- Yes
- No

Rating completed by:

kier.freeman

Department Head Name	Department Head Signature	Date
Joseph M. Davis		11/4/2019

COOPERATIVE PURCHASING/STATEWIDE/GSA

USE JUSTIFICATION FORM

Department Name:

Contract # and Title:

Date:

In order to utilize the use of cooperative purchasing, statewide or a GSA contract the User Department is responsible for providing the following justification information:

1. Provide justification for the use of the cooperative purchasing/statewide/GSA contract your department would like to utilize:

2. Attach a copy of the cooperative purchasing/statewide/GSA contract document or the contract information.

3. Provide an explanation regarding the cost analysis conducted and why utilizing this contract is best value. Costs must be analyzed to ensure that the use is best value for the County. (check all appropriate)
 - leveraging benefits of volume purchasing
 - volume discounts
 - service delivery requirement advantages
 - reduction of cycle times
 - enhanced service specification

Additional information:

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Prior to making the decision to utilize a cooperative purchasing, statewide or GSA contract, the Purchasing Director is responsible for conducting the following due diligence:

The Purchasing Representative must complete the following information:

1. Reviewed the justification for use from the User Department and determined the use of the cooperative purchasing/statewide/GSA contract is justified.
 Yes No
2. Obtained a copy of the cooperative purchasing/ statewide contract and other related documents (i.e., solicitation document, award letter, etc.) and determined that the contract is current (not expired). Yes No
3. Reviewed the cost analysis provided by the User Department and determined the following:
 - leveraging benefits of volume purchasing
 - volume discounts
 - service delivery requirement advantages
 - reduction of cycle times
 - enhanced service specification
4. Are the need(s) of the User Department met/achieved with the cooperative purchasing/statewide/GSA contract? Yes No
5. Is the entity is authorized to conduct/transact business in the State of Georgia?
 Yes No
6. If applicable, is the entity in compliance with the Georgia Security and Immigration Act (E-Verify)? Yes No
7. When applicable, if the contract is for services or professional services is the entity capable of providing Certificate of Insurance? Yes No