



Legislation Details (With Text)

**File #:** 24-0482      **Version:** 1

**Type:** Change Order & Work Order      **Status:** Passed

**File created:** 4/20/2024      **In control:** City Council

**On agenda:** 5/7/2024      **Final action:** 5/7/2024

**Title:** Approve the award of Change Order #1 to Option Year #4 of Contract 18-282.4-01, Vehicle Wash Services - On-Site Auto Detailing, to Brighton Auto Detailing, for an amount not to exceed \$15,000, a total award of \$50,500, and for an additional seven months

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
5/7/2024	1	City Council	approved	

**CITY COUNCIL AGENDA ITEM**

**ACTION REQUESTED:**

Approve the award of Change Order #1 to Option Year #4 of Contract 18-282.4-01, Vehicle Wash Services - On-Site Auto Detailing, to Brighton Auto Detailing, for an amount not to exceed \$15,000, a total award of \$50,500, and for an additional seven months

**DEPARTMENT:** Department of Public Works

**SUBMITTED BY:** Richard Dublinski, Director of Public Works

**BOARD/COMMISSION REVIEW:**

N/A

**BACKGROUND:**

The Chief Procurement Officer awarded Contract 18-282 to Brighton Auto Detailing on January 23, 2019, for a one-year term through December 31, 2019, with four, one-year options to extend. The purpose of this contract is to provide on-site wash detail services for Police Department vehicles. Vehicle washing is a component of proper routine care and maintenance of a vehicle, contributing to safe vehicle operation and improved fuel efficiency. These vehicles serve as mobile offices and require a more in-depth car wash and detail service on a more regular basis. On-site service saves City personnel time and resources, eliminating the need to transport vehicles to and from a service provider.

The City Manager awarded Option Year #1 on November 26, 2019, for a term from January 1, 2020 to December 31, 2020. Change Order #1 was awarded on July 14, 2020, to add \$45,000 to the remainder of that term to accommodate increased cleaning needs due to the COVID-19 pandemic.

The City Manager approved Option Year #2 on November 6, 2020, and Option Year #3 on December 23, 2021.

The City Manager approved Option Year #4 on October 11, 2022, in the amount of \$35,000 for a term from January 1, 2023, to December 31, 2023.

**DISCUSSION:**

This Change Order is requested to extend the term of Option Year #4 through July 31, 2024, and to add \$15,000 to pay invoices through that term while staff publishes and awards a new bid for services.

**FISCAL IMPACT:**

CIP#: N/A

Vehicle wash services are expensed to the Equipment Maintenance account listed below. In 2024, Public Works included \$715,300 in the budget for various equipment maintenance services for City-owned vehicles, this includes vehicle wash services. The requested change order is within the amount budgeted for this expense.

<b>Account Number</b>	<b>Fund Description</b>	<b>Total Budget Amount</b>
31351100-531303	General Fund	\$715,300