



# Monterey County

## Board Report

Legistar File Number: 21-584

Item No.

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

July 13, 2021

**Introduced:** 7/1/2021

**Version:** 1

**Current Status:** Agenda Ready

**Matter Type:** General Agenda Item

- a. Approve Amendment No. 3 between the County of Monterey, by and through the Monterey County Fleet Management, and Sunlite Auto Glass, Inc. to continue to provide glass installation and rock chip repair services at an increased cost not to exceed \$70,000, resulting in a revised total contract amount not to exceed the sum of \$240,000; for the provision of glass installation and rock chip repair services for County-owned vehicles for a term of two years, effective from the date of execution through and including June 30, 2023.
- b. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 3 to the Agreement with Sunlite Auto Glass, Inc. extending the term by two (2) years and not to exceed the sum of \$70,000 for a total contract amount not to exceed \$240,000.

### RECOMMENDATIONS:

It is recommended that the Board of Supervisors:

- a. Approve Amendment No. 3 between the County of Monterey, by and through the Monterey County Fleet Management, and Sunlite Auto Glass, Inc. to continue to provide glass installation and rock chip repair services at an increased cost not to exceed \$70,000, resulting in a revised total contract amount not to exceed the sum of \$240,000; for the provision of glass installation and rock chip repair services for County-owned vehicles for a term of two years, effective from the date of execution through and including June 30, 2023.
- b. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 3 to the Agreement with Sunlite Auto Glass, Inc. extending the term by two (2) years and not to exceed the sum of \$70,000 for a total contract amount not to exceed \$240,000.

### SUMMARY/DISCUSSION:

On July 1, 2018, the County of Monterey, by and through Monterey County Fleet Management, entered into an agreement with Sunlite Auto Glass, Inc. based on their expertise and capabilities to provide glass installation, Advanced Driver Assist System (ADAS) calibration, rock chip repair and headlight restoration services for Monterey County Fleet Management to service County of Monterey vehicles in accordance with County policies and State laws for a term of three (3) years for the period of July 1, 2018 to July 31, 2021 with a total sum not to exceed \$70,000.

The parties have since amended the original participating agreements on April 13, 2020, with Amendment 1, due to the need for an increase in the same services, to service new County vehicles, with an increase of \$30,000, and a revised total sum not to exceed \$100,000, and on July 2, 2021, Amendment 2, due to the need for an increase in the same services, to service new County vehicles, with an increase of \$70,000, and a revised total sum not to exceed \$170,000.

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Sunlite is currently providing services to Fleet, and Fleet needs additional funds to ensure all County vehicles that need servicing by Sunlite may be adequately serviced. On May 13, 2021, Fleet solicited RFP #10801 for new proposals for Auto Glass Repair and Replacement Services and received no bids. Fleet would like to continue services with Sunlite and not go out to bid again since Sunlite minimizes the cost by ensuring repair over replacement while meeting safety parameters, and using aftermarket glass vs. OEM when available and if it meets quality standards. In addition, many of the newer vehicles with lane-assist require calibration of the cameras/sensors when a windshield is replaced. The vendor has now purchased the specialized calibration equipment and is able to do this process in-house, which has reduced the costs by eliminating the need to take vehicles to the dealership. This has enabled the vendor to bring down the transaction costs for the replacements needing calibration. FY2020 brought a 33% reduction in costs over FY2019. Fleet anticipates that the costs will stay in line with FY2021. This proposed amendment will increase the total by \$70,000 for a revised total not-to-exceed amount of \$240,000; for the provision of glass installation, rock chip repair and headlight restoration services for County-owned vehicles for a term of two years, effective from the date of execution through and including June 30, 2023.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel and the Auditor-Controller have reviewed and approved Amendment No. 3 as to form and fiscal provisions, respectively.

FINANCING:

Costs associated with the proposed Amendment No. 3 are included in the Fiscal Years 2021-22 and 2022- 23 Adopted Budget, Fund 001, Dept.1050, Unit 8451, Appropriation Unit CAO025. The current budget includes \$240,000 for glass installation, rock chip repair and headlight restoration services, which is adequate to cover costs associated with Amendment No. 3.

Prepared by: Angelica Ruelas, Management Analyst I (831) 796-1361  
Approved by: Richard W Buell, Fleet Manager (831) 755-4984

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Richard W Buell, Fleet Manager

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Attachments:

- Attachment A- Standard Agreement
- Attachment B- Amendment No. 1
- Attachment C- Amendment No. 2
- Attachment D- Amendment No. 3