



# County of Monterey

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

## Board Report

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**File #: 20-740, Version: 1**

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- a. Approve and authorize the Contracts/Purchasing Officer to sign Master Agreements under the terms and conditions of RFQ #10751 between the County of Monterey and Central Coast Auto, DBA Front Street Automotive; Daniels Collision; Delcas Auto Collision; and Salinas Valley Ford Sales, DBA Salinas Collision Repair, for the provision of autobody repair services for County-owned vehicles for an initial term of two years, effective from the date of execution through and including December 31, 2022.
- b. Authorize the Contracts/Purchasing Officer to sign up to three (3) amendments to these Master Agreements, extending the term by one (1) year each, where the additional costs per year do not exceed an annual cost increase of ten (10%) percent, and where the amendments do not significantly change the scope of work or alter the terms.

**RECOMMENDATION:**

- a. Approve and authorize the Contracts/Purchasing Officer to sign Master Agreements under the terms and conditions of RFQ #10751 between the County of Monterey and Central Coast Auto, DBA Front Street Automotive, Daniels Collision, Delcas Auto Collision, and Salinas Valley Ford Sales, DBA Salinas Collision Repair, for the provision of Autobody Repair services for County owned vehicles for an initial term of two years, effective from the date of execution through and including December 31, 2022.
- b. Authorize the Contracts/Purchasing Officer to sign up to three (3) amendments to these Master Agreements, extending the term by one (1) year each, where the additional costs per year do not exceed an annual cost increase of ten (10%) percent, and where the amendments do not significantly change the scope of work or alter the terms.

**SUMMARY/DISCUSSION:**

Monterey County Fleet Management along with Contracts/Purchasing (C/P) began the solicitation process for Body Shop Services for the County of Monterey in September 2018, after the first unsuccessful RFQ (#10695) in obtaining body shop service, a second attempt was initiated in 2019 using RFQ #10751. To ensure compliance with all State laws and mandates, the solicitation development was a lengthy process gathering needed information. Multiple vendors were selected and a Master Agreement was created.

Various County departments are in need of occasional body shop services for County-owned vehicles throughout the fiscal year. The service and equipment needs that are required from County departments are beyond the capabilities of County resources. The new Agreements for Body Shop Services have a more comprehensive Scope of Work, and will provide the County with a reliable source of qualified body shop repair companies to use on an as-needed basis for body shop services.

The initial term of the Agreements will begin from the date of execution through and including December 31, 2022 with an option to extend the Agreements for three (3) additional one (1) year periods in accordance with the terms and conditions set within each Agreements. In the initial term work contracted under this Agreement shall not exceed \$700,000 total, for all Agreements issued under RFQ #10751, in accordance with the terms and conditions set within each Agreement.

**OTHER AGENCY INVOLVEMENT:**

County Counsel has approved each Agreement as to form. The Auditor's Office has approved each Agreement.

**FINANCING:**

Funds for these services are contained within the approved budget allocations of the departments utilizing the services. Expenditures will depend on the actual services requested by individual County departments.

**BOARD OF SUPERVISORS STRATEGIC INITIATIVES:**

*These actions will help ensure the timely provision of necessary services to all County Departments.*

Mark a check to the related board of Supervisors Strategic Initiatives

- ☐ Economic Development
- ☒ Administration
- ☐ Health & Human Services
- ☒ Infrastructure
- ☐ Public Safety

Prepared by: Angelica  
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Analyst I

Approved by: Richard W. Buell, Fleet Manager

**Attachments:**

1. Central Coast Auto, DBA Front Street Automotive
2. Daniels Collision
3. Delcas Auto Collision
4. Salinas Valley Ford Sales, DBA Salinas Collision Repair