

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	June 24, 2013
	Agenda Item No.	37A
	Roll Call No.	[_____]
	Communication No.	<u>13-330</u>
	Submitted by:	Scott E. Sanders, Finance Director

AGENDA HEADING:

Approving the purchase of auto body repair services for Fiscal Year (FY) 2014.

SYNOPSIS:

Recommend approval to purchase auto body repair services for FY2014 utilizing the existing State of Iowa Department of Administrative Services contract with Karl Chevrolet, 1101 SE Oralabor Road Ankeny, IA 50047, Carl Moyer, Owner. The contract will be used by the Fleet Services Division for the repair of City vehicles and equipment.

FISCAL IMPACT:

Amount: \$50,000 estimate

Funding Source: Fleet Services Maintenance, CM024021, FY2014 Recommended Operating Budget; page 34

ADDITIONAL INFORMATION:

The Fleet Services Division operates a four (4) bay body shop with specialized paint booth bay and has one (1) full time auto body mechanic on staff. At such times as the need for auto body repair services exceeds the capacity of Fleet Services' existing resources, body repairs, vehicle frame straightening, finish and painting services are contracted using existing State Contracts. When Fleet Services determines repairs are to be performed by an outside shop, an estimate is received and compared on an individual vehicle by vehicle basis. Fleet Services assigns the repair to the contract repair shop as long as the repair can be made in a timely manner. Karl Chevrolet can provide the required range of services under a contract with the State of Iowa Department of Administrative Services. The ability to use a contract provider will allow for the necessary level of timeliness to return damaged units to service.

PREVIOUS COUNCIL ACTION(S): NONE

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

For more information on this and other agenda items, please call the City Clerk's Office at 515-283-4209 or visit the Clerk's Office on the first floor of City Hall, 400 Robert D. Ray Drive. Council agendas are available to the public at the City Clerk's Office on Thursday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email to cityclerk@dmgov.org.