

**Columbus Consolidated Government  
Council Meeting Agenda Item**

<b>TO:</b>	Mayor and Councilors
<b>AGENDA SUBJECT:</b>	<b>AUTOMOTIVE BODY REPAIR &amp; PAINT SERVICES (ANNUAL CONTRACT) – RFP NO. 21-0027</b>
<b>INITIATED BY:</b>	Finance Department

It is requested that Council approve the annual contract for automotive body repair and paint services from MAACO Collision Repair and Auto Painting (Columbus, GA). The Fleet Manager estimates the annual usage/contract value in the amount of \$120,000, based on past body repair history. The contractor will provide automotive body repair and paint services for ALL types of vehicles utilized by Columbus Consolidated Government on an “as needed” basis.

MAACO Collision Repair and Auto Painting will be required to:

- Come to the City’s Fleet Shop, within 24 hours of initial call, to perform a diagnosis of the required vehicle body repair and, provide an estimated cost for the repair.
- Complete the repairs within 72 hours after the vehicle has been delivered to the vendor’s repair location. The 72-hour requirement will be extended, if the situation warrants, and is approved by the Fleet Maintenance Manager.
- Perform services on the equipment utilizing technicians certified in body repairs and painting.
- Provide an itemized bill for any sub-contracted work along with the awarded contractor’s invoice.

The contract term shall be for two (2) years with the option to renew for three (3) additional twelve-month periods. The City will initiate contract renewal. The renewal will be contingent upon the mutual agreement of the City and the contractor.

**Annual Contract History:**

The previous contract was awarded to Syskon Partners, LLC d/b/a Collision Surgeons of Columbus (Columbus, GA) on October 27, 2015 per Resolution No. 306-15. Litigation arose in 2016 regarding the payment for repairs to a vehicle. Due to this litigation, the contract was not renewed when the initial 2-year term expired November 29, 2017. The matter was not resolved until November 2020.

**RFP Advertisement and Receipt of Proposals:**

RFP specifications were posted on the web page of the Purchasing Division, the Georgia Procurement Registry, and on DemandStar on February 4, 2021. This RFP has been advertised, opened and evaluated. Two (2) proposals were received on February 19, 2021.

The responding vendors were:

**MAACO Collision Repair and Auto Painting (Columbus, GA)**  
Columbus Body Works (Columbus, GA) \*

\*Columbus Body Works withdrew their proposal on March 2, 2021.

The following events took place after receipt of the proposals:

<b>RFP MEETINGS/EVENTS</b>		
<b>Description</b>	<b>Date</b>	<b>Agenda/Action</b>
Pre-Evaluation / 1 <sup>st</sup> Evaluation	03/03/21	The Purchasing Division provided the RFP rules and process to evaluation committee members, and proposals were shared with each committee member to review prior to the virtual meeting. The Purchasing Manager opened the meeting, and the proposal was discussed by the committee. Several clarifications were requested.
Clarification Requested	03/03/21	Request for clarification forwarded to vendor.
Clarification Received	03/04/21	Clarification Response received and forwarded to committee members.
Recommendation for Award	03/04/21	The committee members unanimously recommended to award to MAACO Collision Repair and Auto Painting.

**Evaluation Committee:**

Proposal(s) were reviewed by members of the Evaluation Committee, which consisted of two voting members from the Fleet Department, one voting member from the Muscogee County Sheriff's Office; and one advisor from Public Works.

**Award Recommendation:**

The evaluation committee unanimously recommended to award the contract to MAACO Collision Repair and Auto Painting based on their comments below:

- MAACO should be awarded because they are able to provide all needed services as described, as the marked vehicles will need multiple processes done.
- I am satisfied with the qualifications and experience the employees have according to the information provided.
- They should be awarded because they have shown that they are able to secure the vehicles within a building, fenced in area, and they have an alarm system that is monitored.
- It is evident that MAACO has the knowledge, skills, and ability to perform all services required to be awarded this RFP.

**Vendor Qualifications/Experience:**

- MAACO Collision Repair and Auto Painting has been in business for more than 20 years and has 10+ employees.
- MAACO Collision Repair and Auto Painting has performed services for:
  - Muscogee County School District (Columbus, GA) – 01/01/2019-Current  
Repair fleet vehicles, paint jobs and miscellaneous parts replacement
  - CarMax (Columbus, GA) – 01/01/2019-Current  
Spot work on vehicles and parts replacement
  - Southern Auto Sales (Phenix City, AL) – 01/10/2019-Current  
Repair accidents and collision services, and paint work

The City's Procurement Ordinance Article 3-110 (Competitive Sealed Proposals for the procurement of Equipment, Supplies and Professional Services) governs the RFP Process. During the RFP process, there is no formal opening due to the possibility of negotiated components of the proposal. In the event City Council does not approve the recommended offeror, no proposal responses or any negotiated components are made public until after the award of the contract. Therefore, the cost information has been submitted to the City Manager in a separate memo for informational purposes.

Funds will be budgeted each fiscal year for this ongoing expense: Various Department Auto Parts and Supplies 6721.

**A RESOLUTION**

**NO. \_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE ANNUAL CONTRACT SERVICES FOR AUTOMOTIVE BODY REPAIR AND PAINT SERVICES, ON AN “AS NEEDED” BASIS, FROM MAACO COLLISION REPAIR AND AUTO PAINTING (COLUMBUS, GA). THE ANNUAL USAGE/CONTRACT VALUE IS ESTIMATED AT \$120,000.**

**WHEREAS**, an RFP was administered (RFP 21-0027) and proposals were received from two (2) qualified offerors; and,

**WHEREAS**, one (1) offeror withdrew their proposal; and,

**WHEREAS**, the proposal submitted by MAACO Collision Repair and Paint Services met all proposal requirements and was evaluated responsive to the RFP; and,

**WHEREAS**, the term of contract shall be for two years, with an option to renew for three additional twelve-month periods. Contract renewal is contingent upon the mutual agreement of the City and the Contractor.

**NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:**

That the City Manager is hereby authorized to enter into an annual contract for automotive body repair and paint services on an “as needed” basis with MAACO Collision Repair and Paint Services (Columbus, GA) for the estimated contract value of \$120,000. Funds will be budgeted each fiscal year for this ongoing expense: Various Department Auto Parts and Supplies 6721.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the \_\_\_\_\_ day of \_\_\_\_\_, 2021 and adopted at said meeting by the affirmative vote of \_\_\_\_\_ members of said Council.

Councilor Allen voting	_____.
Councilor Barnes voting	_____.
Councilor Crabb voting	_____.
Councilor Davis voting	_____.
Councilor Garrett voting	_____.
Councilor House voting	_____.
Councilor Huff voting	_____.
Councilor Thomas voting	_____.
Councilor Tucker voting	_____.
Councilor Woodson voting	_____.

\_\_\_\_\_  
Sandra T. Davis, Clerk of Council

\_\_\_\_\_  
B.H. “Skip” Henderson III, Mayor