



## CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 10/12/2021

ALL

Item Creation Date: 8/4/2021

S29755 - Automotive Replacement Glass and Repair Services - MOTION (Clear Glass Mobile Service, Inc.)

Agenda Item#: 13.

### **Background:**

**Formal Bids Received June 17, 2021 for S91-S29755 - Approve an award to Clear Glass Mobile Service, Inc. in the amount not to exceed \$1,235,010.40 for automotive replacement glass and repair services for the Fleet Management Department.**

### **Specific Explanation:**

The Director of the Fleet Management Department and the Chief Procurement Officer recommend that City Council approve an award to **Clear Glass Mobile Service, Inc.** on its low bid in the amount not to exceed **\$1,235,010.40** for automotive replacement glass and repair services for the Fleet Management Department. It is further requested that authorization be given to make purchases, as needed, for a **thirty-six-month period with two one-year options**. This award consists of price lists for automotive glass and replacement parts to be used by the department to repair and/or replace vehicle windows. This award also includes **\$125,131.25** for labor repair work that cannot be performed by City maintenance personnel.

This is a price list and line item award. Relative to the price list, the best discount which determines the low bid for a price list is the best bid received for quantities of high-use items selected as sample pricing items based on the current needs of the department. The bid total for sample pricing items does not represent the total amount estimated to be purchased; rather, this recommendation is for the total estimated expenditures projected over the awarded term based on the low bid submitted for the representative samples.

This project was advertised in accordance with the requirements of the State of Texas bid laws. Three prospective bidders downloaded the solicitation document from SPD's e-bidding website, and two bids were received as outlined below.

**Clear Glass Mobile Service, Inc.:** Award on its low bid for Group Nos. 1 - 8 (NAGS and Precision price lists which include but are not limited to foreign flat laminated, domestic curved, flat tempered and curved windshields; windshield replacement parts, and labor components) in the amount not to exceed **\$1,235,010.40**.

	<b><u>Company</u></b>	<b><u>Sample Pricing &amp; Line Item Total</u></b>
1.	<b>Clear Glass Mobile Service, Inc.</b>	<b>\$127,390.74</b>
2.	Apple Glass Company, LTD	\$484,207.65

- Due to the disparity between the bids, the Strategic Procurement Division (SPD) buyer contacted the potential supplier to discuss the scope of work for this procurement. During the discussion, Clear Glass Mobile Service, Inc.'s representative stated that its bid includes all cost associated with supplying the items requested in the bid specifications. Based on the aforementioned, the SPD and the department are confident that the recommended company can provide the specified items and service for the price bid.

### **MWBE Subcontracting:**

Zero percent goal-document approved by the Office of Business Opportunity.

### **Hire Houston First:**

The proposed award requires compliance with the City's 'Hire Houston First' (HHF) ordinance that promotes economic opportunity for Houston businesses and supports job creation. **Clear Glass Mobile Service, Inc.** is a designated HHF company, but they were the successful awardee without application of the HHF preference.

### **Fiscal Note:**

Funding for this item is included in the FY2022 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

DocuSigned by:

*Jerry Adams*

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DocuSigned by:

*Gary Glasscock*

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**Jerry Adams, Chief Procurement Officer  
Finance/Strategic Procurement Division**

**Department Approval Authority**

10/4/2021

10/1/2021

**Estimated Spending Authority**

<b>Department</b>	<b>FY2022</b>	<b>Out Years</b>	<b>Total</b>
Fleet Management	\$247,002.08	\$988,008.32	\$1,235,010.40

**Amount and Source of Funding:****\$1,235,010.40**

Fleet Management Fund

Fund No.: 1005

**Contact Information:**

Desiree Heath	SPD	832-393-8742
Ezechukwu Iwundu	SPD	832-393-8752
Marchelle Cain	FMD	832-393-6910

**ATTACHMENTS:****Description**

S29755 - MWBE %0 Goal Doc  
S29755 - Bid Tabulation  
S29755 - Affidavit of Ownership  
S29755 - Form B  
S29755 - Tax Report  
S29755 - Financial Form A

**Type**

Backup Material  
Backup Material  
Backup Material  
Backup Material  
Backup Material  
Financial Information