

BOARD MEETING DATE: April 3, 2020

AGENDA NO. 15

**PROPOSAL:** Establish Prequalified Vendor Lists Relating to Fleet Services and Building Maintenance

**SYNOPSIS:** On January 10, 2020, the Board approved release of an RFQ for automotive mechanical repair and service for South Coast AQMD's vehicle fleet. On September 7, 2018, the Executive Officer released an RFQ for interior painting contractors for future projects. This action is to approve these prequalified vendor lists, to be used for the next three years. Funds for services using these prequalified vendor lists have been included in the FY 2019-20 Budget and will be requested in successive fiscal years.

**COMMITTEE:** No Committee Review

**RECOMMENDED ACTIONS:**

1. Approve vendors listed in Table 1 as prequalified vendors to provide automotive mechanical repair and service for South Coast AQMD's fleet for a three-year period ending June 30, 2023; and
2. Approve vendors listed in Table 2 as prequalified vendors to provide interior painting services at South Coast AQMD facilities for a three-year period ending June 30, 2023.

Wayne Nastri  
Executive Officer

AJO:VMR:lm

---

**Background**

On January 10, 2020, South Coast AQMD released RFQ #2020-09 for Automotive Mechanical Repair and Service to establish a list of prequalified vendors from which these services and supplies will be purchased over a three-year period. These services

and supplies are purchased routinely to support operational needs. South Coast AQMD's vehicle fleet is composed of 289 vehicles, most of which are passenger vehicles fueled by CNG. South Coast AQMD's fleet vehicle mileage annually exceeds 2.5 million miles.

On September 7, 2018, South Coast AQMD released RFQ #2019-02 for various interior painting projects to establish a list of prequalified vendors from which these services and supplies will be purchased over a three-year period. South Coast AQMD periodically has projects that are not handled by Building Services staff, including painting of existing interior walls, newly constructed interior walls, metal doors and/or frames, metal handrails and existing exterior walls constructed of stucco, wood, or metal.

### **Outreach**

In accordance with South Coast AQMD's Procurement Policy and Procedure, a public notice advertising the RFQ and inviting bids was published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside County's Press Enterprise newspapers to leverage the most cost-effective method of outreach to the South Coast Basin.

Additionally, potential bidders may have been notified utilizing South Coast AQMD's own electronic listing of certified minority vendors. Notice of the RFQ has been emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations, and placed on the Internet at South Coast AQMD's website (<http://www.aqmd.gov>).

### **Bid Evaluation**

For RFQ 2020-09 to prequalify vendors to provide automotive mechanical repair and service for South Coast AQMD's fleet, 30 copies of the RFQ were mailed out. Eight proposals were received by the close of bidding at 2:00 p.m., February 13, 2020. Five proposals evaluated received a qualifying score and three proposals did not qualify. Table 1 summarizes the results of the evaluation process.

The evaluation panel consisted of three South Coast AQMD employees: Business Services Manager, Fleet Services Supervisor and Building Supervisor. Of these three panel members, one is Caucasian and two are Hispanic; one is female and two are male.

For RFQ 2019-02, a bidder's conference was held on September 21, 2018 to solicit proposals for the painting of the lower level conference room and establish a list of prequalified painting contractors. Five proposals were received by the close of bidding at 2:00 p.m. on October 10, 2018. Four proposals evaluated received a qualifying score and one proposal did not qualify. The two vendors who received the highest scores are

being recommended for placement on the pre-qualification list. Table 2 summarizes the results of the evaluation process.

The evaluation panel consisted of three South Coast AQMD employees: Building Maintenance Manager, Building Supervisor, and Facilities Services Technician. Of these three panel members, two are Caucasian, one is Hispanic; all are male.

**Resource Impacts**

Sufficient funds have been appropriated for these services in the FY 2019-20 Budget and will be requested in subsequent fiscal year budgets.

**Attachment**

Table 1 - Prequalified Vendors for Automotive Mechanical Repair and Service

Table 2 - Prequalified Vendors for Various Painting Projects

## ATTACHMENT

**Table 1**  
**PREQUALIFIED VENDOR LIST**  
**AUTOMOTIVE MECHANICAL REPAIR AND SERVICE**  
**RFQ #2020-09**

<b>Name</b>	<b>Qualifying Score</b>	<b>Additional Points</b>	<b>Total Points</b>
Cerritos Auto Repair Center and Body Shop	87	17	104
Grand Mobil	83	15	98
Consumer Auto Center	80	15	95
Car Dr. Auto Repair	76	15	91
Imperial Auto Repair	73	15	88

**Table 2**  
**PREQUALIFIED VENDOR LIST**  
**INTERIOR PAINTING SERVICES**  
**RFQ #2019-02**

<b>Name</b>	<b>Qualifying Score</b>	<b>Additional Points</b>	<b>Total Points</b>
US National Corp Inc.	92	10	102
Mear Construction Inc.	77	10	87