

LARIMER COUNTY PROPOSAL #P15-33  
AUTO BODY REPAIR  
FLEET SERVICES DEPARTMENT  
DECEMBER 15, 2015 2:00 P.M.

Proposals to consider the purchase of Auto Body Repair Services for the Larimer County Fleet Department were accepted on Tuesday, December 15, 2015 at 2:00 p.m. in the Purchasing Department. Proposals were accepted by Sarah Brightman, Purchasing Agent, and recorded by Les Brown, Purchasing Agent.

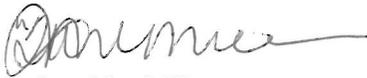
The following proposals were received:

Fort Collins Collision Repair  
CARSTAR Fort Collins

No decision of award was made pending review and recommendation by the Larimer County Fleet Services Department Evaluation Committee.

The Larimer County Fleet Services Department Evaluation Committee reviewed the proposals and recommends accepting the proposal from CARSTAR Fort Collins-North per the attached departmental recommendation.

The Larimer County Purchasing Department concurs with the above recommendations.



Heather MacMillan  
Purchasing Director



Carol L. Block, Financial Services Director  
For the Board of Larimer County Commissioners



PURCHASING DEPARTMENT

200 W. Oak Street, Suite 4000  
Fort Collins, Colorado 80521  
(970) 498-5955  
Fax (970) 498-5959

**TO:** Kim Nohava, Director of Fleet Services  
Matt Kendall, Fleet Procurement Specialist

**FROM:** Sarah Brightman, Purchasing Agent I

**DATE:** 12/15/2015

**SUBJECT:** P15-33, Auto Body Repair

Transmitted for your review and recommendation, are the proposals received to consider contracting for Auto Body Repair Services for the Larimer County Fleet Department. Please fill in this form and return it to me via interoffice mail or fax.

The following criteria must be used to evaluate the proposals:

1. Range of Services
2. Experience and Qualifications
3. Prices
4. Completeness of Proposal and Requirements

This document will be considered a public record and open to inspection. The individual committee score sheets, comment sheets and other evaluation notes are DELIBERATIVE PROCESS records and not public records. Please keep these documents in your files.

Explain why you want to award the work to a particular vendor and the dollar amount of the award:

Two (2) proposals were received in response to the Request for Proposal. Each member of the Evaluation Committee individually reviewed and scored the proposals received. After reviewing the Scoring Matrix, the Evaluation Committee opted to send clarifying questions to the highest-scored vendor, CARSTAR Fort Collins-North.

The Evaluation Committee unanimously selects the highest-scored vendor, CARSTAR Fort Collins – North in the estimated annual expenditure of \$115,000.00 per the stated services, qualifications, and rates listed in the Proposal Form – Attachment 'A'.

THIS RECOMMENDATION MUST BE SIGNED BY THE DEPARTMENT HEAD

  
DEPARTMENT HEAD SIGNATURE

Fleet Services  
DEPARTMENT

1-4-2016  
DATE

Thank you.

**P15-33, Auto Body Repair**

<b>PROPOSER:</b>	<b>CARSTAR Fort Collins</b>	<b>Fort Collins Collision Repair</b>				
<b>EVALUATORS</b>						
<b>#1</b>	<b>3.87</b>	<b>3.83</b>				
<b>#2</b>	<b>4.15</b>	<b>3.94</b>				
<b>#3</b>	<b>4.45</b>	<b>4.05</b>				
<b>#4</b>	<b>4.87</b>	<b>4.74</b>				
<b>TOTALS</b>	<b>17.34</b>	<b>16.56</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

NOTES:

12/22 at the second evaluation meeting, the team decided to short-list the highest scored vendor

and compiled clarifying questions to ask the vendor.