

BID NUMBER PA-00510  
TO: CITY OF LONG BEACH  
CITY MANAGER  
ATTN: CITY CLERK



**INVITATION TO BID**  
**AUTOBODY REPAIR SERVICES FOR**  
**LIGHT, MEDIUM & HEAVY DUTY**  
**VEHICLES**

333 West Ocean Boulevard, Plaza Level  
Long Beach, California 90802

CONTRACT NO. 31545

- COMPLETE CONTRACT:**  
This Invitation to Bid, together with THE NOTICE INVITING BIDS, the entire Bid (including Specifications), or any items thereof, the signature page, Instructions to Bidders, General Conditions, Special Conditions, Bid Section, Addendums, and when required, CONTRACTOR'S BOND shall become the Contract upon its acceptance by the City Manager or designee on behalf of the City of Long Beach, Contractor will be provided with a copy of the executed Contract. All materials or services provided by the Contractor shall comply with the City Charter, and all applicable Federal, State and City Laws.
- SERVICES TO BE PROVIDED BY THE CONTRACTOR:**  
Contractor shall upon acceptance of this Bid by the City, furnish the goods and services herein specified according to the terms and conditions set forth herein.
- AMOUNT TO BE PAID:**  
The City shall pay Contractor for the goods or services as described in the section entitled "PAYMENT" in the Instructions to Bidders.
- CHOICE OF ALTERNATE PROVISIONS; OPTIONS; NOTIFICATION:**  
When alternative provisions are requested, or options are offered, Contractor will be notified as to which provision, or option, is being accepted at the same time that he is notified that he is the successful Bidder.
- DECLARATION OF NON-COLLUSION:**  
The undersigned certifies or declares under penalty of perjury that this Bid is genuine and not sham or collusive, or made in the interest or on behalf of any person or entity not herein named; that the Bidder has not directly or indirectly induced or solicited any other Bidder to submit a sham bid, or any other person or entity to refrain from bidding, and that the Bidder has not in any manner sought by collusion to secure to himself any advantage over other Bidders.

**BIDDER MUST COMPLETE AND SIGN BELOW:**

(Signature of Corporate Officers or persons authorized to sign bids and contracts on behalf of the Contractor – refer to page 2 Instructions Concerning Signatures.)

EXECUTED AT: Long Beach CA. ON THE 29<sup>th</sup> DAY OF December, 20 09.  
CITY STATE MONTH

COMPANY NAME: Laszlo's Sports Car Center Inc. TIN: [REDACTED]  
(FEDERAL TAX IDENTIFICATION NUMBER)

STREET ADDRESS: 2625 E. Anaheim<sup>st</sup> CITY: Long Beach STATE: CA ZIP: 90804

PHONE: 562-433-9957 FAX: 562-439-6604

S/ [Signature] President  
(SIGNATURE) (TITLE)

Jack Altman ern4949@yahoo.com  
(PRINT NAME) (EMAIL ADDRESS)

S/ \_\_\_\_\_  
(SIGNATURE) (TITLE)

\_\_\_\_\_  
(PRINT NAME) (EMAIL ADDRESS)

**ALL SIGNATURES MUST BE NOTARIZED FOR ALL COMPANIES LOCATED OUTSIDE THE STATE OF CALIFORNIA.**  
**NO OUT-OF-STATE BID WILL BE CONSIDERED UNLESS A NOTARIAL ACKNOWLEDGMENT IS ATTACHED.**  
**NOTARIES ARE NOT REQUIRED FOR CALIFORNIA BIDDERS.**

IN WITNESS WHEREOF the City of Long Beach has caused this contract to be executed as required by law as of the date stated below.

THE CITY OF LONG BEACH,  
BY [Signature] 3.31.10  
Director of Financial Management Date

APPROVED AS TO FORM 3-30, 2010.  
ROBERT E. SHANNON  
CITY ATTORNEY  
[Signature]  
Deputy

**BID NUMBER PA-00510**

The City of Long Beach is committed to provide maximum opportunities for Disadvantaged, Minority, Women and Long Beach Business Enterprises (DBEs, MBEs, WBEs and Local) to compete successfully in supplying our needs for products and services.

**The following information is submitted regarding the Bidder:**

**Legal Form of Bidder:**

Corporation State of CA  
Partnership State of \_\_\_\_\_  
                  General Limited  
Joint Venture  
Individual DBA \_\_\_\_\_  
Limited Liability Company State of \_\_\_\_\_

**Composition of Ownership (more than 51% of ownership of the organization):** **OPTIONAL**

**Ethnic (Check one):**  
Black Asian Other Non-white  
Hispanic American Indian Caucasian

**Non-ethnic Factors of Ownership (check all that apply):**  
Male Yes - Physically Challenged Under 65  
Female No - Physically Challenged Over 65

Is the firm certified as a Disadvantaged Business: Yes No  
Has firm previously been certified as a minority-owned and/or woman-owned business enterprise by any other agency?  
Yes No  
Name of certifying agency: \_\_\_\_\_

**INSTRUCTIONS CONCERNING SIGNATURES**

Please use the proper notary form, which applies to your type of organization on all Bid documents, attachments and bonds requiring a signature by officers of your company.

**NOTE: FAILURE TO COMPLY MAY RESULT IN DISQUALIFICATION OF YOUR BID.**

**INDIVIDUAL (Doing Business As)**

- a. The only acceptable signature is the owner of the company. (Only one signature is required.)
- b. The owner's signature must be notarized if the company is located outside of the state of California.

**PARTNERSHIP**

- a. The only acceptable signature(s) is/are that of the general partner or partners.
- b. Signature(s) must be notarized if the partnership is located outside of the state of California.

**CORPORATION**

- a. Two (2) officers of the corporation must sign.
- b. Each signature must be notarized if the corporation is located outside of the state of California.

**OR**

- a. The signature of one officer or the signature of person other than an officer is acceptable if the Bid is accompanied by a certified corporate resolution granting authority to said person to execute contracts on behalf of the corporation.
- b. Signature(s) must be notarized if the corporation is located outside of the state of California.

**LIMITED LIABILITY COMPANY**

- a. The signature on the Bid must be a member or, if the Articles provide for a manager, must be the manager. (Only one signature is required.)
- b. Signature must be notarized if the company is located outside of the state of California.

**THIS INFORMATION IS AVAILABLE IN AN ALTERNATIVE FORMAT BY CONTACTING 562-570-6200.**

# CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

State of \_\_\_\_\_

County of \_\_\_\_\_

On \_\_\_\_\_ Before me, \_\_\_\_\_  
DATE NAME, TITLE OF OFFICER - E.G. "JANE DOE, NOTARY PUBLIC"

Personally appeared \_\_\_\_\_  
NAME(S) OF SIGNER(S)

personally known to me - OR -  proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

**WITNESS** my hand and official seal.

\_\_\_\_\_  
SIGNATURE OF NOTARY

## OPTIONAL

Though the data below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent reattachment of this form.

### CAPACITY CLAIMED BY SIGNER

- INDIVIDUAL
- CORPORATE OFFICER

---

- PARTNER(S)      TITLE(S)
  - LIMITED
  - GENERAL
- ATTORNEY-IN-FACT
- TRUSTEE(S)
- GUARDIAN/CONSERVATOR
- OTHER:

### DESCRIPTION OF ATTACHED DOCUMENT

\_\_\_\_\_  
TITLE OR TYPE OF DOCUMENT

\_\_\_\_\_  
NUMBER OF PAGES

\_\_\_\_\_  
DATE OF DOCUMENT

**SIGNER IS REPRESENTING:**  
NAME OF PERSON(S) OR ENTITY(IES):

\_\_\_\_\_  
SIGNER(S) OTHER THAN NAMED ABOVE

## INSTRUCTIONS TO BIDDERS

### 1. PREPARATION OF BID:

The preparation of the Bid, including visits to the Site prior to submittal of the Bid, shall be at the expense of Bidder. All prices and notations must be typewritten or written in ink. Any markings in pencil shall not form part of the Bid and shall be disregarded by the City. Any changes or corrections in the Bid must be initialed in ink by the person signing the Bid. Bidder shall state brand name or make of each item bid. If not bidding on item as described, the manufacturer's name and catalog number of the substitute must be given. Bidder shall also attach specifications and furnish other data to establish the suitability of the substitute. Bidder shall quote separately on each item. Bidder shall quote his lowest price and best delivery date as no changes are permitted after the bid opening. Cash discounts offered for payment within fourteen (14) days or less will not be considered when evaluating bids. No telephonic, telegraphic or fax Bids are acceptable.

**NOTE: ALL PAGES OF THE INVITATION TO BID MUST BE RETURNED.**

### 2. EXAMINATION OF BID:

Bidder is responsible for examining the invitation to Bid and submitting its Bid complete and in conformance with these instructions.

### 3. CONDITIONS OF WORK:

Bidder shall carefully examine the Site to become fully informed regarding all existing and expected conditions and matters, which could affect performance, cost or time of the Work.

### 4. DISCREPANCIES IN BID DOCUMENTS:

If Bidder finds discrepancies in or omissions from the Invitation to Bid, if the intent of the Invitation is not clear, or if provisions of the Specifications restrict Bidder from bidding, he may request in writing that the deficiency(s) be modified. Such request must be received by the City Purchasing Agent at least five (5) working days before bid opening date. Bidders will be notified by Addendum of any approved changes in the Invitation to Bid.

### 5. ORAL STATEMENTS:

The City of Long Beach shall not be bound by oral statements made by any employee or agent concerning this Invitation to Bid. If Bidder requires specific information, Bidder must request it in writing and obtain a reply in writing from the City.

### 6. BRAND NAMES AND SPECIFICATIONS:

The detailed specifications and/or brand names stated are descriptive only and indicate quality, design and construction of items required. Offers will be considered to supply articles substantially the same as those described herein but with minor variations. Bidders must describe variations in the Bid. Substitute items must be equal in quality, utility and performance. The phrase "or approved equal" throughout the specifications means that the City in its sole and absolute discretion shall make the final determination whether or not the substitute items are equal.

### 7. AWARD:

Bid shall be subject to acceptance by the City for a period of three (3) months unless a lesser period is prescribed in the quotation by Bidder. The City reserves the right to award all items to one Bidder, or to award separate items or groups of items to various Bidders, or to increase or decrease the quantities of any item. Bidder may submit alternate prices or name a lump sum or discount conditional on two or more items being awarded to him.

The City's purchases of goods and services are based on the City's actual needs and requirements. The City is obligated under this contract/purchase order to purchase and pay for only those goods and services that the City needs and requires, and that the City actually orders and receives. Any dollar amount identified as a "not to exceed" amount in any City document is not a guaranteed payment amount to any contractor or service provider. Furthermore, the City may determine that its needs and requirements may be met by City labor or by a second contractor or service provider, even after an award is made to one contractor or service provider. An award is not a promise or guarantee of exclusivity.

Bidders are cautioned that comments and statements, whether oral or written, made by City employees regarding the validity of Bids, the waiver of deviations from Specifications, the possibility or probability of an award being made to a particular Bidder, and other similar matters are NOT binding on the City. Bidders should not order materials, obtain financing or take other actions based on such comments and statements. Only authorization of a Contract by the City Council or issuance of a Purchase Order is conclusive and binding on the City with respect to this Bid and its resulting Contract or Purchase Order. However, prior to authorization by the City Council or issuance of the Purchase Order, Bidders may rely on: (1) approval of an "equal" or "substitute" item which will be issued in writing, and (2) written notice of intent to award by the City Council, which is often issued prior to the authorization by the City Council so that a Bidder can order materials that have a long lead time.

### 8. PAYMENT:

Payment terms are NET/30 unless Bidder otherwise quotes. All Cash Discounts shall be taken and computed from the date of delivery or completion and acceptance of the material, or from date of receipt of invoice, whichever occurs last. Invoices must be submitted as specified at the time of shipping authorization. Partial payments may be made by the City on delivery & acceptance of goods and on receipt of goods and on receipt of Contractor's invoice.

In the event the Contract to be awarded hereunder, including specifications and other documents incorporated therein by reference, provides for the withholding of moneys by the City to ensure performance of such Contract, Contractor may deposit with the City, as a substitute for said withheld moneys, securities listed in Section 16430 of the California Government Code or bank or savings and loan certificates of deposit, or both, equivalent to the amount withheld, provided Contractor requests permission to make such substitution and bears all expenses in connection therewith.

### 9. SAFETY APPROVAL:

Where required by City Regulations, any items delivered must carry Underwriters Laboratories Approval or City of Long Beach City Safety Officer approval. Failure to so comply will be cause to reject Bid. Also, any equipment must conform with the Safety Orders of the California Division of Industrial Safety and OSHA regulations.

### 10. BUSINESS LICENSE:

The Long Beach Municipal Code (LBMC) requires all businesses operating in the City of Long Beach to pay a business license tax. In some cases the City may require a regulatory permit and/or evidence of a State or Federal license. Prior to issuing a business license, certain business types will require the business license application and/or business location to be reviewed by the Development Services, Fire, Health, and/or Police Departments. For more information, go to [www.longbeach.gov/finance/business\\_license](http://www.longbeach.gov/finance/business_license).

**INSTRUCTIONS TO BIDDERS**

**11. PUBLIC WORK AND PREVAILING WAGES:**

The Contractor to whom the contract is awarded, along with its subcontractors, shall pay not less than the general prevailing rate of per diem, holiday and overtime wages established by the Department of Industrial Relations (DIR) of the State of California for the locality in which the public work is to be performed for each craft, classification or type of worker needed to execute the contract. Refer to the California DIR's website, <http://www.dir.ca.gov/dir> for such prevailing wages and additional information.

The Director of Public Works of the City by and on behalf of the City Council has obtained from the Director of the Department of Industrial Relations of the State of California the general prevailing rate of per diem wages and the general prevailing rate of holiday and overtime work in the locality in which the public work is to be performed for each craft, classifications or type of workers needed to execute the Contract, and the same is on file with the City Engineer, 9<sup>th</sup> floor, City Hall, 333 W. Ocean Boulevard, Long Beach, California 90802. It shall be mandatory upon the Contractor to whom the Contract is awarded, and his Subcontractors to pay not less than the said prevailing rate of wages to all workers employed by Contractor or said Subcontractors in the execution of the Contract.

**12. RIGHT TO REJECT:**

The City reserves the right to reject at any time any or all Bids, or parts thereof, and to waive any variances, technicalities and informalities which do not impair the quality, utility, durability or performance of the items.

**13. SAMPLES:**

Samples of items when requested or required must be furnished to the City free of expense to the City and, if not destroyed by tests, will upon request be returned at Bidder's expense.

**14. PRICES:**

Prices shall be in accordance with those extended to other governmental agencies. In case of error in extension of prices, unit price will govern. All prices must be firm for the Contract term unless the City specifically provides for adjustment.

**15. CITY'S POLICY FOR MINORITY AND WOMEN-OWNED BUSINESSES:**

The City of Long Beach is committed to providing maximum opportunities for Disadvantaged, Minority, Women and Long Beach Business Enterprises (DBEs, MBEs, WBEs and Local) to compete successfully in supplying our needs for products and services.

Please visit <http://www.longbeach.gov/purchasing/diversity.asp> for more information on the City's Diversity Outreach Program.

**SUBCONTRACTORS**

To assist the City in maintaining records of its Minority and Women Outreach Program, Bidder is requested to provide the following information. Answers are optional, and failure to answer will not disqualify Bid. If additional space is required, Bidder shall attach a separate sheet.

The following Minority- or Woman-owned subcontractors are to be utilized to provide equipment, material, supplies and/or services for this Contract requirement:

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Commodity/Service Provided: \_\_\_\_\_

Circle appropriate designation: MBE WBE

Ethnic Factors of Ownership: (more than 51%)

Black ( ) American Indian ( )  
Hispanic ( ) Other Non-white ( )  
Asian ( ) Caucasian ( )

Certified by: \_\_\_\_\_

Valid thru: \_\_\_\_\_

Dollar value of participation: \$ \_\_\_\_\_

**16. BID SUBMITTAL AND WITHDRAWAL OF BIDS:**

Each Bid must be delivered to the location and received on or before the due date and time stated herein. Bids will not be accepted after the date and time stated herein. Bids may be withdrawn without prejudice providing the written request is received by the City Clerk no later than the time set for opening Bids. Withdrawals will be returned to Bidder unopened.

**SUBMIT TO:**  
**CITY OF LONG BEACH**  
**CITY CLERK**  
**333 W OCEAN BLVD/PLAZA LEVEL**  
**LONG BEACH CA 90802**

**BID DUE DATE: DECEMBER 29, 2009**  
**TIME: 11:00 am**

IF BIDDER HAS ANY QUESTIONS REGARDING THIS INVITATION TO BID PLEASE CONTACT THE FOLLOWING CITY PERSONNEL.

**A. COMMERCIAL (TERMS AND CONDITIONS, ETC)**

MICHELLE KING 562-570-6020  
BUYER TELEPHONE NUMBER

**B. TECHNICAL (SPECIFICATIONS, DRAWINGS, ETC.)**

562-570-5406 JOHN SEEVERS  
DEPARTMENT CONTACT TELEPHONE NUMBER

**17. BID OPENING PROCEDURES:**

All Bids will be publicly opened and read at the date and time specified in Instructions to Bidders, item 15.

It is our policy not to release price information on these Bids until the department has reviewed them and award has been approved by the City Council and the City Attorney. At that time, the information becomes public. You are welcome to review the results at that time by calling the buyer that handled that Bid and setting up an appointment. Due to the large volume of Bids received, Bid results will not be given out by phone and information will not be faxed.

After the Purchasing Division has analyzed the Bids, the name of the apparent low Bidder will be posted on the Internet for a period of one (1) month, together with the rankings of the top three Bidders. These rankings will not contain price information.

**CAUTION: Only the City Council has authority to make an award, and a contract is not in effect until the City Council makes an award and contract documents (including insurance and bonds) are signed, submitted and approved.**

Bid protest procedures may be obtained from the Buyer. Protests must be submitted within seven (7) calendar days after the date of the Bid opening.

**INSTRUCTIONS TO BIDDERS**

**18. INTER-AGENCY PARTICIPATION:**

IF OTHER AGENCIES EXPRESS AN INTEREST IN PARTICIPATING IN THIS BID, WOULD YOU SUPPLY THE SAME ITEMS.

YES   X   NO       

(If yes, any agency electing to participate in this Bid will order its own requirements without regard to the City of Long Beach. The City of Long Beach assumes no liability or payment guarantee on any units sold to participating agencies.)

**19. AMERICANS WITH DISABILITIES ACT:**

Contractor shall have and be allocated the sole responsibility to comply with the Americans with Disabilities Act of 1990 ("ADA") with respect to performance hereunder and contractor shall defend, indemnify and hold the City, its officials and employees harmless from and against any and all claims of failure to comply with or violation of the ADA as said claim relates to this Contract.

## CONTRACT – GENERAL CONDITIONS

1. Acceptance of the offer contained in this Contract is expressly limited to the terms and conditions of such offer as herein stated.
2. No charges for taxes, transportation, boxing, packaging, crating or returnable containers will be allowed and paid by the City unless separately stated hereon. All sales, use, excise or similar taxes to be paid by the City must be itemized separately hereon and on invoices. The City is exempt from payment of Federal Excise Tax under Certificate No. 95-73 0502K and none shall be charged to the City.
3. The City's obligation to pay the sum herein stated for any one fiscal year shall be contingent upon the City Council of the City appropriating the necessary funds for such payment by the City in each fiscal year during the term of this Contract. For the purposes of this section a fiscal year commences on October 1 of the year and continues through September 30 of the following year. In the event that the City Council of the City fails to appropriate the necessary funds for any fiscal year, then, and in that event, the Contract will terminate at no additional cost or obligation to the City.
4. Contractor shall deliver the materials, equipment, supplies or services, or cause the work to be performed, within the time and in the manner specified in the Contract. Times and dates stated herein are of the essence. If at any time Contractor has reason to believe that deliveries will not be made as scheduled, written notice setting forth the cause of the anticipated delay shall be given immediately to the City. Deliveries must be prepaid. C.O.D. shipments will not be accepted.
5. The City reserves the right at any time to make changes in drawings and specifications, in methods of shipment and packaging and in place of delivery as to any articles covered by this Contract. In such event there will be made an equitable adjustment in price and time of performance mutually satisfactory to Contractor and the City; but any claim by Contractor for such an adjustment must be made within thirty (30) days of such change.
6. Contractor warrants that the goods, machinery or equipment delivered or the work performed hereunder shall conform to the specifications, drawings, samples or other description specified by the City and shall be fit and sufficient for the purpose intended, merchantable, of good material and workmanship, in good working order and free from defect or faulty workmanship for a period of ninety (90) days. When defective goods, machinery, or equipment or faulty workmanship is discovered which requires repair or replacement pursuant to this warranty, Contractor shall provide all labor, materials, parts and equipment to correct such defect at no expense to the City.
7. Contractor shall defend, indemnify and hold the City, its officials and employees harmless from any and all loss, damage, liability, demands, claims, causes of action, costs and expenses (including reasonable attorney' fees) for injuries to persons (including death) or damage or destruction of property connected with or arising from the negligent acts or omissions of Contractor, its officers, agents and employees in the performance of this Contract.
8. The City reserves the right to terminate this Contract at any time in whole or in part even though Contractor is not in default hereunder. In such event there will be made an equitable adjustment of the terms that is mutually satisfactory to the City and Contractor. Upon receipt of any notice of such termination, Contractor shall, unless such notice otherwise directs, immediately discontinue all work on the Contract and deliver, if and as directed, to the City all completed and partially completed articles, work in process and materials purchased or acquired for performance of the Contract. The provisions of this section shall not limit or affect the right of the City to terminate this Contract immediately upon written notice of breach.
9. The City reserves the right to cancel this Contract or any part thereof and reject delivery of goods if delivery is not undertaken and completed when specified and in accordance with specifications. Contractor shall be charged for any direct losses, but not any consequential damages, sustained by the City by reason of such delay or failure, excepting losses caused by a delay for reasons beyond Contractor's reasonable control. Direct losses shall include any costs to the city in excess of the Contract price of obtaining goods from other sources similar to those cancelled or rejected hereunder.
10. The City shall pay to Contractor the price(s) specified in the Contract on delivery of the materials, equipment, supplies or services and acceptance thereof by the City Manager or his designee, or upon completion of the work to be performed and accepted thereof, as specified in the Contract. Defective articles or articles not in accordance with the City's specifications shall be held for Contractor's instructions at Contractor's risk, and if Contractor so directs will be returned at Contractor's expense.
11. No return or exchange of material, equipment or supplies shall be permitted without written approval of the City Purchasing Agent.
12. All royalties for patents, or charges for the use of patents, which may be involved in any article to be furnished under this Contract shall be included in the Contract price.
13. In cases where a price subject to escalation has been agreed upon, the price escalation shall be shown as a separate item on the invoice. Unless an escalator clause has been shown as a specific part of this Contract Contractor shall not be entitled to reimbursement for costs incurred due to escalation.

14. All materials, supplies and equipment provided under this Contract shall be in full compliance with the Safety Orders and Regulations of the Division of Industrial Safety of the State of California, Title 8, California Code of Regulations (CAL/OSHA) and all applicable OSHA regulations as well as all other applicable California Code of Regulations. Contractor shall indemnify and hold the City, its officials, and employees harmless for, of and from any and all loss, including but not limited to fines, penalties and corrective measures, the City may sustain by reason of Contractor's failure to comply with said laws, rules and regulations in connection with the performance of this Contract.
15. Contractor shall keep confidential and not disclose to others or use in any way to the detriment of the City confidential business or technical information that the City may disclose in conjunction with this Contract or Contractor may learn as a result of performing this Contract.
16. This Contract shall not be assigned in whole or in part, nor any duties delegated without the City's prior written approval.
17. The remedies herein reserved shall be cumulative and additional to any other remedies at law or in equity. The waiver of any breach of this Contract shall not be held to be a waiver of any other or subsequent breach. The City's failure to object to provisions contained in any communication from Contractor shall not be deemed an acceptance of such provisions or a waiver of the provisions of this Contract.
18. This Contract shall not be amended or modified, except by written agreement signed by the parties and expressly referring to this Contract.
19. Contractor shall indemnify, hold harmless and defend the City, its officials and employees from any damage, claim, loss, cost, liability, cause of action or expense, including reasonable attorney's fees, whether or not reduced to judgment, arising from any infringement or claimed infringement of any patent, trademark or copyright, or misappropriation of confidential information or trade secrets of any third party and based on the manufacture, sale or use of goods, machinery or equipment supplied hereunder.
20. Contractor shall furnish further itemization and breakdown of the Contract price when requested by the City.
21. Contractor, in the performance of any work or the furnishing of any labor under this Contract, shall be considered as an independent contractor. Contractor, his agents and employees shall not be considered as employees of the City.
22. Contractor and subcontractor(s) shall not discriminate against any person in the performance of this Contract and shall comply with applicable federal, state and city equal employment opportunity laws, ordinances, rules and regulations. Contractor and subcontractor(s) shall not discriminate against any employee or applicant for employment or against any subcontractor on the basis of race, color, religion, national origin, sex, sexual orientation, AIDS, HIV status, age, disability, or handicap, subject to federal and state laws, rules and regulations.
23. Contractor shall comply with all applicable federal, state and local laws pertaining to the subject matter hereof.
24. Contractor shall submit samples of all documents that Contractor may require the City to execute to complete this transaction. By accepting these samples as part of the bid or by awarding the Contract to a Contractor who has submitted said samples, the City does not agree to the terms stated in said samples. This Invitation to Bid and Contractor's bid shall take priority over said samples and this Invitation and Contractor's bid shall become the Contract between the City and the Contractor.
25. All quantities stated herein are only ESTIMATES. The City reserves the right to increase or decrease these estimated quantities based on its actual needs and funds available.
26. The City reserves the right to exercise, at its option, an increase in expenditures by ten (10) percent annually, but the City does not guarantee such an increase.
27. Contractor shall cooperate with the City in all matters relating to taxation and the collection of taxes, particularly with respect to the self-accrual of use tax. Contractor shall cooperate as follows: (i) for all leases and purchases of materials, equipment, supplies or other tangible personal property totaling over \$100,000 shipped from outside California, a qualified Contractor shall complete and submit to the appropriate governmental entity the form in Appendix "A" attached hereto; and (ii) for construction contracts and subcontracts totaling \$5,000,000 or more, Contractor shall obtain a sub-permit from the California Board of Equalization for the Work site. "Qualified"



means that the Contractor purchased at least \$500,000 in tangible personal property that was subject to sales or use tax in the previous calendar year.

In completing the form and obtaining the permit(s), Contractor shall use the address of the Work site as its business address and may use any address for its mailing address. Copies of the form and permit(s) shall also be delivered to the Purchasing Agent. The form must be submitted and the permit(s) obtained as soon as Contractor receives a notice of award. Contractor shall not order any materials or equipment over \$100,000 from vendors outside California until the form is submitted and the permit(s) obtained and, if Contractor does so, it shall be a material breach of the Agreement. In addition, Contractor shall make all purchases from its Long Beach sales office and the Long Beach sales office of its vendors if those vendors have a Long Beach office and all purchases made by Contractor under this Agreement which are subject to use tax of \$500,000 or more shall be allocated to the City of Long Beach. Contractor shall require the same form and permit(s) from its subcontractors.

Contractor shall not be entitled to and by signing this Contract waives any claim or damages for delay against City if Contractor does not timely submit these forms to the appropriate governmental entity. Contractor may contact Rosie Bouquin at 562-570-7079 for assistance with the form.

28. The California Integrated Waste Management Act (Public Resources Code, Sec. 40000 et seq.) requires governmental entities to achieve fifty (50) percent diversion of waste. In conjunction with the City's Integrated Resources Bureau, the City is currently developing an Environmentally Preferable Product (EPP) procurement plan. These guidelines enable the City Purchasing Agent to greatly expand procurement programs by moving beyond a singular consideration of "recycled-content". EPP procurement facilitates the purchase of products that qualify within a broad range of "environmentally preferable" criteria, such as: minimal packaging; energy savings; non-toxic; manufactured from sustainably-harvested materials. Contractor shall monitor products that fall within the EPP guidelines and document all criteria that qualifies the product as an EPP. Documentation from the manufacturer will be acceptable and may be required during the term of the Contract.

29. NOTICE TO BIDDERS REGARDING THE PUBLIC RECORDS ACT:

Responses to this Invitation to Bid become the exclusive property of the City of Long Beach. All Bids submitted in response to this Invitation to Bid are a matter of public record and shall be regarded as public records. Exceptions will be only those elements in each Bid that are defined by the Bidder as business or trade secrets and are marked as "Trade Secrets", "Confidential" or "Proprietary".

The City shall not be liable or responsible in any way for disclosure of any records not marked as "Trade Secrets", "Confidential" or "Proprietary". The City shall not be liable or responsible in any way for disclosure of any records so marked if disclosure is deemed to be required by law or by a court order.

30. THE FOLLOWING ADDITIONAL CONDITIONS APPLY ONLY IN CASES WHERE CONTRACTOR IS TO PERFORM WORK ON CITY PROPERTY:

- A. If at any time during the progress of the Work, Contractor shall allow any indebtedness to accrue for labor, equipment or materials, or which may become a claim against the City, Contractor shall immediately upon request from the City pay such claim or indebtedness or cause such lien to be dissolved and discharged by giving a bond or otherwise and, in case of his failure so to do, the City may withhold any money due Contractor until such claim or indebtedness is paid or may apply such money toward the discharge thereof; or in such event the City may, at its option, declare this Contract to be terminated, take possession and control of the Work, and complete the same or cause the same to be completed according to the specifications. Contractor shall pay to the City the difference between the Contract price and the actual cost to the City in completing or causing the Work to be completed.
- B. Contractor shall carry on the Work at its own risk until the same is fully completed and accepted and shall, in case of any accident, destruction or injury to the Work or materials before its final completion and acceptance, repair or replace the Work or materials so injured, damaged and destroyed, at his own expense and to the satisfaction of the City. When materials and equipment are furnished by others for installation or erection by Contractor, Contractor shall receive, unload, store and handle same at the Site and become responsible therefore as though such materials and equipment were being furnished by Contractor under the Contract.
- C. Contractor shall procure and maintain at Contractor's expense for the duration of the Contract the following insurance against claims for injuries to persons or damage to property which may arise from or in connection

with the performance of the Contract by Contractor, its agents, representatives, employees or subcontractors:

- (1) Comprehensive General Liability: \$1,000,000 combined single limit for each occurrence or \$2,000,000 General Aggregate for bodily injury, personal injury and property damage, including products and completed operations coverage.

The City, its officials, employees and agents shall be named as additional insureds as respects: liability arising out of activities performed by or on behalf of Contractor; products and completed operations of Contractor; and premises owned, leased or used by Contractor.

- (2) Automobile Liability: \$500,000 combined single limit per accident for bodily injury and property damage covering owned, non-owned and hired vehicles.
- (3) Workers' Compensation as required by the California Labor Code and Employers Liability limits of \$1,000,000 per accident.

Any self-insurance program and self-insured retention must be separately approved in writing by the City.

Each insurance policy shall be endorsed to state that coverage shall not be cancelled by either party or reduced in coverage except after thirty (30) days prior written notice to the City.

Contractor shall maintain at its expense, until completion of performance and acceptance by City, from an insurer:

- a. Admitted (licensed) in the State of California with a current financial responsibility rating of A (Excellent) or better and a current financial size category (FSC) of V (capital surplus and conditional surplus funds of greater than \$10 million) or greater rating as reported by A.M. Best Company or equivalent, unless waived in writing by City's Risk Manager, or
- b. Non-admitted in the State of California with a current financial responsibility rating of A (Excellent) or better and a current financial size category (FSC) of VIII (capital surplus and conditional surplus funds of greater than \$100 million) or greater rating as reported by A.M. Best Company or equivalent, unless waived in writing by City's Risk Manager.

All coverages for Subcontractors shall be subject to the requirements stated herein and shall be maintained at no expense to the City.

Contractor shall furnish the City with certificates of insurance and original endorsements providing coverage as required above. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.

Before any of Contractor's or Subcontractor's employees shall do any Work on the City's property, Contractor shall furnish the City with the required certificates evidencing that such insurance is being maintained. Such certificates shall specify the date when such insurance expires. Such insurance shall be maintained until after the Work under the Contract has been completed and accepted.

Such insurance as required herein or in any other documents to be considered a part hereof shall not be deemed to limit Contractor's liability under this Contract.

- D. Contractor shall defend, indemnify and hold harmless the City, its officials and employees from and against any and all liability for claims for bodily injury and property damage arising out of negligent acts, omissions or errors of any employee of Contractor at the Site.
- E. Contractor shall list the name and location of the place of business of each Subcontractor who will perform work, labor or services for Contractor, or who specially fabricates and installs a portion of the Work or improvement in an amount in excess of one-half of one percent of Contractor's total contract cost. The Subcontractor list shall be submitted with Contractor's Bid.

## **GENERAL**

This request for bid shall encompass light, medium, and heavy-duty vehicular body, frame, and refinishing repairs for the City of Long Beach Fleet Services Bureau, Harbor and Water Departments. **Bidders may choose to bid on one or more of three separate categories: 1) light and medium duty repairs; 2) heavy-duty repairs; or 3) both.**

## **CONTRACT PERIOD**

Twelve months after date of award or from the expiration of the current contract, whichever is the earlier. This Contract may be extended by mutual agreement for up to two additional periods of one (1) year each in accordance with terms and conditions stated herein.

In addition, it is agreed that if the City intends to exercise its extension option for the two additional one-year periods, the City shall so notify the Contractor 90 days prior to the expiration date. Contractor shall be required to submit any price increases to the City Purchasing Agent for approval at least 60 days prior to expiration of Contract. The City reserves the right to accept or reject any price increase and to cancel the extension notice, if price increases are not acceptable. Any notice of price increase shall show item number, price, contract number, and blanket purchase order number.

## **BASIS OF AWARD OF CONTRACT**

The City reserves the right to award, in whole or in part, portions of this bid to one or more suppliers. Without limiting the power and authority with which it is vested, the City shall be the sole authority in determining the lowest responsible bidder, taking into consideration the experience of the bidder, references, operations, quality, fitness, capacity, and adaptability in respect to the requirements of these specifications for the services proposed by any bidder hereunder. An award is not a promise or guarantee of exclusivity or guarantee of work.

The City shall award a Contract to the lowest responsible bidder(s) meeting specifications. The City has the right to make multiple contract awards. Work will be allocated to any of the awardee(s) at the sole discretion of the Fleet Services, Harbor and Water Contract Administrators.

The lowest responsible bidder(s) shall be determined in the Light and Medium Duty applications by applying rate quotes to the three hypothetical repair scenarios, and summary of bid items included as Attachment "A". (Light and Medium Duty)

The lowest responsible bidder(s) shall be determined in the Heavy-Duty applications by applying rate quotes to one hypothetical repair scenario and the summary of heavy duty bid items included as Attachment "B". (Heavy Duty)

Throughout the entire term of the Contract, repairs shall be provided using the following procedures as outlined in the supplemental conditions.

## **MANDATORY PRE-BID CONFERENCE**

A mandatory Pre-Bid Conference shall be held for the purpose of answering questions. Due to the nature of the scope of work and the specific standards required by the City, no bid will be accepted from a bidder who fails to attend the Pre-Bid Conference as scheduled. Bidders shall be required to sign-in at the Pre-Bid Conference.

## **MANDATORY PRE-BID CONFERENCE SCHEDULE**

Date: December 17, 2009  
Time: 1:00 PM to 3:00 PM PST  
Location: Fleet Services Bureau, 2600 Temple Avenue, Long Beach  
Contact: Michelle King (562) 570-6020

## **PICK UP AND DELIVERY INSTRUCTIONS**

Contractor shall pick up and deliver vehicles and parts for repair upon request by the Fleet Services Bureau, Harbor Department or Water Department Contract Administrators. Delivery of completed vehicles shall be returned to the appropriate facility at no cost to the City. Any required towing from City facilities shall be provided and scheduled by the Contractor. Towing charges shall be billed at cost, and be consistent with local charges, with no percentage markup for this requirement.

There are three primary locations for pick up and deliveries of vehicles and/or parts. They are:

1. Fleet Services Bureau, 2600 Temple Avenue, Long Beach
2. Harbor Department Maintenance Yard, 1400 W. Broadway, Long Beach
3. Water Department, 1841 E. 33rd St., Long Beach

Contractor shall pick up and deliver vehicles from other designated areas as required.

## **VENDOR LOCATION**

Contractor's place of business is required to be no more than a twenty (20) mile radius from Fleet Services Bureau located at 2600 Temple Avenue, Long Beach.

## **DELIVERY (COMPLETION) SCHEDULE**

Delivery of vehicles and completion of services shall be calculated based on the total number of hours identified in the Visual Damage Quotation (VDQ) based on an 8 hour work day, plus five (5) additional work days. Delivery requirements shall begin upon Contractor's receipt of vehicle or part. (Saturdays, Sundays and National Holidays shall not be considered as work days)

Special circumstances beyond the control of the Contractor may cause unexpected delays and therefore may justify a request for additional time to perform itemized repairs. Additional repair time requested by the Contractor shall be submitted in writing to the Contract Administrator. Should the City grant additional repair time the amount of additional time shall be identified in writing by the appropriate Department Contract Administrator or representative.

The City reserves the right to terminate the repair process at any time for any reason. Upon written notice, Contractor shall be required to discontinue the repair process and return the vehicle or part to the City. Return of vehicle or part to the City shall be within one (1) business day. At that time the Contractor shall be compensated only for the services provided, parts installed and any applicable restocking fees.

The City reserves the right to seek other vendor(s) to repair vehicles if a contracted vendor is unable to:

1. Complete the workload in a timely manner
2. Provide the necessary equipment and/or workspace to repair the City's vehicle or part.

The City reserves the right to:

1. Assign a repair/job another contractor based on emergency needs and/or special circumstances.

Upon return of a repaired vehicle to Fleet Services Bureau, Harbor or Water, should a vehicle not pass a delivery inspection and require return to the contractor for incomplete repairs, the following penalties shall be imposed:

- \$30.00 will be deducted from the invoice for any vehicle not passing a delivery inspection due to incomplete or unfinished work. An additional \$50.00 per day will be credited back to each invoice for every day that the contractor has the vehicle for a correction.
- Any additional work performed on a vehicle by Fleet Services, Harbor or Water to correct work unfinished by the contractor will be billed at normal shop rates and credited to the invoice before payment is made.

Should the contractor not complete repairs on a vehicle within the specified number of days the following shall be credited back to The City of Long Beach, unless there has been prior approval for a delay, as stated above.

- **\$25.00 per day for every day that the job is beyond specified due date.**

Consistently performing unacceptable work will jeopardize your organization providing any further services to The City of Long Beach.

### **PRICE AGREEMENT CONDITIONS**

Prices charged to the City shall be based on percentage discounts from Manufacturer's Published Price Lists. Percentage discounts shall remain firm for the duration of the Contract, but said Manufacturer's Price Lists may be subject to fluctuation in accordance with changes issued by the Manufacturer. Price Lists which are submitted with bid must be in effect at time of bid opening and shall not be subject to change for a period of 90 days after bid opening.

If the prices on the Price Lists are raised, the City reserves the right to accept such raises or to cancel such items from the Contract. Contractor shall immediately notify the City of such price increase, and shall immediately give to the City the benefit of any decline in prices upon the Manufacturer's effective date of such decline. Changes in price shall be effective on the date the notice of change is received by the City Purchasing Division, or at a later date designated by the Contractor. Increases in Price Lists shall not be retroactive. Specifications and conditions herein shall supersede any conflicting conditions in Price Lists.

Three copies of new or revised Price Lists shall be sent immediately to the City of Long Beach Purchasing Division, 333 West Ocean Blvd, 7<sup>th</sup> floor Long Beach, California 90802. Price Lists shall show supplier's name along with the City Contract or Purchase Order number.

### **BLANKET PURCHASE ORDERS**

A blanket purchase order (BPO) will be sent to the Contractor by the City Purchasing Agent. Authorized personnel will be indicated on the BPO. BPO releases will be issued by the using department. Shipment shall be made against the BPO release number. Releases shall be allowed only if the appropriate BPO number is indicated on the BPO release (purchase order) issued by the using department.

### **INSURANCE**

Contract-General Conditions, Item 31 (page 7) shall be incorporated and supplemented with the following:

- (d) Garage Keepers Liability in the amount of \$25,000.

### **CARE & CUSTODY**

The Contractor shall be liable for all loss or damage to the vehicles and parts while in its possession or the possession of any of its agents. Contractor shall reimburse the City for any loss or damage to said vehicles and parts in its or its agent's care or custody.

**SUBCONTRACTING OF SERVICES**

Contractor is required to contact Contract Administrator prior to subcontracting the work of any City vehicle for additional repairs. City must know exact location of City vehicles at all times.

**REFERENCES**

Bidder shall furnish a list of five (5) current customers, including company name, street address, telephone number and contact person, for whom Bidder has provided similar services. The City intends to contact these customers to determine reliability, performance and other information. **Failure to include customer's references may void bid if the City has no prior experience with bidder.**

**AFFILIATIONS**

Does your Company have any of the following affiliations and, if so, with which Insurance Carriers?

<u>Yes</u>	<u>No</u>	<u>Program</u>	<u>Company</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	D.R.P. (Direct Repair Program)	<u>Progressive Ins., Western General</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	I.R.P. (Immediate Repair Program)	_____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	C.O.D. (Circle of Dependability)	_____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	P.R.O. (Priority Repair Option)	_____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	ICAR Gold Class designation, if no, are you working to achieve this status?	<u>Working on Achieving Status</u>

**PROCEDURES**

A vehicle or part requires collision repairs and/or restoration work. The Contract Administrator or appointed representative shall contact Contractor and request a detailed VDQ for the repair or restoration work. Contractor shall, with no cost to the City of Long Beach, inspect the vehicle or part **within two (2) business days** after notification and provide a VDQ of the work to be performed. It is the Contractor's responsibility to make arrangements to inspect the vehicle or part where it is being stored and prepare the VDQ of work requested.

Visual Damage Quotations shall be itemized and include all damage that is visible and verifiable at the time of inspection. Contractor shall consider and use, where practical, all cost savings techniques available with the understanding the City is seeking to achieve quality repairs at the lowest possible cost. Upon request, Contractor shall explain the complete repair process, including methods of repair and parts selection to the Contract Administrator. Contract Administrator shall make the final decision in parts selection and repair procedures. Contractor shall submit detailed quotations to the Contract Administrator **within one (1) business day** after viewing. Legible Fax and/or Electronic Transfers of quotations will be accepted.

A Contractor who fails to provide a quotation within the time specified will be considered non-responsive and forfeits the work to another participating Contractor. Contractors who consistently fail to provide quotations within the time specified may be considered non-responsive and their Contract may be canceled.

### **HIDDEN DAMAGE**

If, during the course of repairs, hidden damage is discovered the contractor **shall immediately notify** the Contract Administrator and provide a supplemental VDQ for the hidden damages. Should the hidden damage be significant the City reserves the right to seek new quotes for any additional work. Under no circumstances shall any additional work be performed without the written approval of the contract administrator. Contract Administrator may visit the facility to verify additional damage.

### **INVOICES**

Contractor shall submit evidence, satisfactory to the City, for parts and/or services used in the repair of the vehicle or part itemized on the invoice. Said evidence shall be submitted with the invoice. The City reserves the right to inspect and verify such costs and evidence from the Contractor's records.

Vendor invoices must be typed and will be itemized to include the following information:

- City's vehicle unit number
- Labor
- Parts
- Tax
- Sublet
- Other (describe)

Invoices must include itemization and sufficient documentation to substantiate all costs.



Contractor(s) shall maintain an automotive collision repair facility and have been in business for a period of at least one (1) year prior to bid opening, and have the capabilities to perform collision repair services on all light, medium, and/or heavy duty vehicles owned by the City of Long Beach. The City reserves the right to be the sole judge as to the Contractor's adequacy to properly service the City's collision repair needs.

All equipment, materials or services provided shall be in compliance with all applicable State, Federal and Local Laws and Regulations.

Contractor shall meet the minimum requirements outlined below. These are designed to ensure the quality, safety and efficiency of collision repair services provided and performed on City of Long Beach vehicles.

**LICENSES AND PERMITS**

Contractor shall have and maintain, during the life of the Contract, the following licenses and permits:

1. State Board of Equalization Resale License Number

SR ADA 16-641998

Indicate State License Number

2. Federal Tax Identification Number

[REDACTED]

Indicate Federal Tax Number

3. State Tax Identification Number

[REDACTED]

Indicate State Tax Number

4. Business License, City/County

B086052870

Indicate License Number/s

5. E.P.A. Toxic Waste Disposal Number

CAD 008252405

Indicate E.P.A. Number

6. A.Q.M.D. Operating Permit Number (Paint Booth) 3 Paint Booths

① M02144    ② M61759    ③ P44091

Indicate A.Q.M.D. Permit #

**REPAIR EQUIPMENT and METHODS**

**COMPLY**

**Yes**

**No**

<u>X</u>	_____	<p>Automated Estimating Software Program          Mitchell Estimate MX-CX, UltraMate or approved equal system.</p> <ul style="list-style-type: none"> <li>• System must provide for automatic deduction of overlap labor time.              System must be capable of digital imaging</li> <li>• Indicate Estimating Software to be used:  <u>ultramate</u></li> </ul>
<u>X</u>	_____	<p>Gas, Arc and Mig Weld capabilities, with a minimum of two journey level body technicians ASE Certified with current Certification status. (Steel/Aluminum)</p>
<u>X</u>	_____	<p>Equipment to hoist, rack or bench vehicles for inspection.</p>
<u>X</u>	_____	<p>Hydraulic frame-straightening equipment to make multiple body and structural pulls for straightening. Chief Easyliner, or approved equal.</p>
<u>X</u>	_____	<p>A source of information for dimensions covering frame, upper body, and wheel alignment specifications for the types of vehicles being repaired. Indicate source utilized:</p>
<u>X</u>	_____	<p>Four point anchoring system to hold vehicle in stationary position during structural and body pulls.</p>
<u>X</u>	_____	<p>Paint spray booth, approved and permitted to satisfy all current Federal and State Regulations and Local zoning Ordinances.</p>
<u>X</u>	_____	<p>Paint spraying practices that satisfy all Regulations required by the Federal, State and Local Government pertaining to the Clean Air Act.</p>
<u>X</u>	_____	<p>Compliance with toxic waste disposal Laws and Regulations</p>
<u>X</u>	_____	<p>Paint application and mixing abilities that meet or exceed original equipment manufacturer's color and finishing standards</p>

**REPAIR EQUIPMENT and METHODS**

X \_\_\_\_\_ State Registered and approved automotive air conditioning refrigerant recovery/recycling system for automotive air conditioning systems.

X \_\_\_\_\_ **Vehicle manufacturer approved source for supplemental restraint systems (air bags)**

X \_\_\_\_\_ The ability to provide computerized four wheel alignment, including specifications printout.

X \_\_\_\_\_ The ability to remove and reinstall suspension, engine and drive train components using original equipment manufacturer's recommended methods and procedures.

**NOTE:** Contractor must have equipment and be using methods at time of Bid Opening.

**PERSONAL QUALIFICATIONS AND TRAINING**

**COMPLY**

**Yes**      **No**

X \_\_\_\_\_ A minimum of 75% of the estimating and managing staff shall be ICAR trained, ASE Certified, or Factory trained.

X \_\_\_\_\_ A minimum of 75% of body and frame technicians shall be ICAR trained, ASE certified, or factory Certified.

X \_\_\_\_\_ A minimum of 75% of paint technicians shall be ICAR trained or ASE Certified.

**NOTE:** Evidence of training shall be submitted with Bid. Failure to provide evidence of training completion certificates and Certification Certificates may disqualify bid.

## **PROCESS AND SPECIFICATION**

### **GENERAL**

**The City conducted an investigation of the automotive collision repair industry. The investigation served to provide valuable information on the industries' equipment, standards and labor rates. The information was collected and used to develop the specification and bid categories. Contractors are encouraged to participate with the understanding that the City is soliciting Bids from qualified Contractors that perform industry-accepted repairs.**

**Evidenced by the submission of a bid, Contractor acknowledges and agrees he/she has read, understood and shall observe all terms, conditions and procedures outlined in this Specification.**

**Contractors shall participate in the Specification repair procedure as outlined in order to satisfy the City's requirements and to make possible the return of City vehicles back to service as quickly as possible.**

### **REPAIRS**

**All body repairs shall be completed according to industry accepted, Uniform Repair Procedures. Accepted Uniform Repair Procedures approved for use on City of Long Beach vehicles are available from the following sources. 1. I-CAR (Industry Conference on Automotive Collision Repair) 2. O.E.M. (Original Equipment Manufacturers) 3. Technical Institutes and Community Colleges or approved equal sources. Labor time shall be calculated using Mitchell's UltraMate or approved equal estimating guide.**

**Contractors are encouraged to incorporate cost saving techniques.**

**Salvage, aftermarket parts and rebuilt exchange parts are acceptable upon approval from Contract Administrator.**

**The type of part shall be identified in the VDQ. In the selection of replacement parts, salvaged parts shall not be used for safety related items, such as front axles, independent suspension, steering and brake systems, and other items related to safety.**

**Repairs shall be performed, when cost to repair is less than the cost of parts and replacement, unless otherwise requested by the Contract Administrator. Repairs shall also include all necessary supplies and materials.**

**City may provide used vehicle parts to the Contractor to use in repairing a City vehicle.**

### **REPAIR PAINTING**

**Painting procedures and material handling practices shall comply with all Federal, State and Local Regulations. Paint finishes shall meet or exceed O.E.M. Quality Assurance Standards and match original color and finish appearance. Contractor shall use Dupont's, PPG's, BASF's, Sherwin Williams' or an approved equal manufacturer's**

superior quality line of products to refinish City of Long Beach vehicles. Labor time shall be calculated using Mitchell's UltraMate or approved equal estimating guide.

### **DISCOUNTS AND CHARGES**

Rates, discounts and charges shall be according to those extended to other Government Agencies. Labor time shall be no greater than, and calculated using, the Labor Guide in Mitchell's UltraMate or approved equal software data system.

### **WARRANTY**

Contract-General Conditions, Item 6 (page <sup>7</sup>8) shall be supplemented by the following:

Contractor shall provide a thirty day (30) unconditional warranty against defective parts and materials for all work performed on City of Long Beach vehicles and a lifetime warranty against defective workmanship and repairs. Contractor shall also work with City personnel in the resolution of all parts or material manufacturer warranty claims that may arise.

WARRANTY: Parts 365 days Labor LIFETIME days

### **ADMINISTRATION AND ADMISSION**

Contractor shall provide access during normal business hours to allow routine inspection of vehicle repairs by the Contract Administrator or appointed representative without prior notification.

Contractor shall provide a sufficient level of security to safeguard and protect City assets and vehicles against burglary, theft, vandalism and disclosure of confidential information while in its possession. Contractor shall store, whenever possible, City assets and vehicles inside a locked facility after normal working hours and when the Repair Facility is not occupied.

### **COMPLETE VEHICLE PAINT JOBS**

The City of Long Beach requires the services of a Contractor to paint City vehicles. The Contractor will be required to provide complete paint jobs on light, medium, and/or heavy duty vehicles. The City therefore reserves the right to award a separate contract only for vehicle paint work.

### **CONDITIONS**

Contractor's facility, painting procedures and material handling practices shall comply with all Federal, State and Local Laws, Ordinances and Regulations.

### **PAINTING / REFINISHING**

Contractor shall thoroughly clean all surfaces in preparation for new paint, removing all dirt, grease, wax and foreign material. Contractor shall hand and machine sand all painted surfaces, feather edging paint chips and surface imperfections as needed.

Contractor shall not paint over rust. Upon approval, Contractor may sand and chemically treat surface rust to render it inactive prior to repainting. Bare metal surfaces shall be primed. An approved primer sealer is required on bare metal surfaces to promote adhesion.

Contractor shall take special care to carefully mask all moldings, windows and vehicle parts that do not require paint. All vehicle finishes shall be glossy in appearance and void of dirt, runs, sand scratches and orange peel. As a minimum, Contractor shall apply three finish coats of paint, one tack coat and two wet finish coats.

Prior to any paint being applied to the vehicle, the City reserves the right to inspect or have the vehicle inspected for surface defects or masking voids. Contractor is required to adjust any discrepancies identified by the City before work may proceed. Adjustments to redo work are to be completed to the satisfaction of the City at no additional cost.

Contractor shall completely detail, which includes, vacuum and shampoo interior and wash and wax exterior for each vehicle after completion of paint job.

### **MATERIALS**

All paint and materials shall comply with Federal, State and Local Regulations. Contractor shall use Dupont, PPG, BASF, Sherwin Williams or approved equal products when painting City of Long Beach vehicles. When applicable, paint shall match original vehicle color and finish.

### **WARRANTY**

Contractor shall provide a ninety (90) day unconditional guarantee on all parts, materials, labor and workmanship. Contractor shall warranty each paint job against fading, loss of gloss, peeling, chalking, bubbling, cracking and wrinkling for a period of three (3) to (6) years, depending on the paint material requested as outlined in attachments "A" and "B". Failure to provide warranty as outlined may disqualify Contractor's Bid.

### **MISCELLANEOUS ITEMS**

Miscellaneous related items and services not listed herein may be purchased in an amount not to exceed \$300.00 per order.

## **BID SECTION**

BID TO FURNISH AND DELIVER VEHICULAR BODY, FRAME AND REFINISHING REPAIRS FOR THE CITY OF LONG BEACH FLEET SERVICES BUREAU, HARBOR AND WATER DEPARTMENTS.

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WE ARE PLEASED TO SUBMIT OUR BID IN ACCORDANCE WITH THE CITY OF LONG BEACH INVITATION TO BID, SPECIFICATIONS AND TERMS AND CONDITIONS TO FURNISH AND DELIVER THE FOLLOWING EQUIPMENT, MATERIAL, SUPPLIES OR SERVICES **FOB DESTINATION** CITY OF LONG BEACH.

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**SALES TAX:** UNIT AND EXTENSION PRICES STATED HEREIN ARE **NOT** TO INCLUDE SALES TAX.

### **LIGHT AND MEDIUM DUTY ATTACHMENT "A"**

1. SUMMARY OF BID ITEMS
2. THREE COST ESTIMATE SCENARIOS

### **HEAVY DUTY VEHICLES ATTACHMENT "B"**

1. SUMMARY OF BID ITEMS
2. ONE COST ESTIMATE SCENARIO

**ATTACHMENT "A"**  
**SUMMARY OF BID ITEMS**  
**LIGHT AND MEDIUM DUTY**

**Light and Medium Duty Cars and Trucks, Body, Frame, and Finishing Repairs Using Labor Rate Schedule as Listed in Current Mitchell UltraMate or Approved Equal Collision Estimating Guide**

<u>Item</u>	<u>Unit</u>	<u>Description</u>	<u>Labor Rate</u>
01	Hr.	R&R (Remove Replace) and Repairs	\$ <u>16<sup>00</sup></u>
02	Hr.	Frame Straightening and Repairs Set-up <u>2.0</u> Hrs.	\$ <u>22<sup>00</sup></u>
03	Hr.	Painting	\$ <u>16<sup>00</sup></u>
04	Hr.	Mechanical	\$ <u>25<sup>00</sup></u>

**Material Charges**

01	Hr.	Paint/Shop Materials	\$ <u>15<sup>00</sup></u>
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**New Replacement Parts as Listed in Current Mitchell UltraMate or Approved Equal Collision Estimating Guide**

<u>Item</u>	<u>Estimating Guide</u>	<u>Source of Origin</u>	<u>Discount from List Price</u>
01	<u>Ultramate</u>	Domestic	<u>5</u> %
02	<u>Ultramate</u>	Asian	<u>5</u> %
03	<u>Ultramate</u>	European	<u>5</u> %



**ATTACHMENT "A"**  
**SUMMARY OF BID ITEMS**  
**LIGHT AND MEDIUM DUTY**

**Items Characteristic of Collision Repair Processes**

<u>Item</u>	<u>Description</u>	<u>Fixed Rate</u>
01	Two Wheel Alignment	\$ <u>40</u>
02	Four Wheel Alignment	\$ <u>60</u>
03	Air Conditioning, E&R, R134, including Freon	\$ <u>35</u>
04	Coolant Per Gallon	\$ <u>10</u>
05	Complete Detail (Vacuum & shampoo Interior, wash & wax exterior)	\$ <u>60</u>
06	Towing up to 14,000lbs. GVWR	\$ <u>FREE</u>

<u>Item</u>	<u>Description</u>	<u>% Mark-up Over Cost</u>
01	LKQ (Like Kind Quality)	<u>20</u> %
02	Aftermarket Parts	<u>20</u> %
03	Reconditioned Parts	<u>20</u> %
04	Radiator Repair	<u>20</u> %
05	Exchange/Remanufactured Bumpers	<u>20</u> %

**ATTACHMENT "A"**  
**SUMMARY OF BID ITEMS**  
**LIGHT AND MEDIUM DUTY**

**GLASS: Glass Replacement Shall be Based on the Most Cost Effective Means**

Item	Description	% Discount from *NAGS
01	Windshields/Back-glass	<u>45</u> %
02	Side Glass/all other	<u>20-30</u> %

\* NAGS (National Auto Glass Specifications)

**COMPLETE PAINT JOB: 2009 Ford Crown Victoria**

Item	Description	Warranty	Fixed Price
01	* S.S. Urethane, nonmetallics	3 year	\$ <u>1200.00</u>
02	* S.S. Urethane, nonmetallics	5 year	\$ <u>1300<sup>E.S.</sup>00</u>
03	* S.S. Urethane, metallics	3 year	\$ <u>1200.00</u>
04	* S.S. Urethane, metallics	5 year	\$ <u>1200.00</u>
05	* S.S. Urethane, nonmetallic 2 tone	3 year	\$ <u>1200.00</u>
06	* S.S. Urethane, metallics 2 tone	5 year	\$ <u>1200.00</u>
07	Base Coat Clear Coat, nonmetallics	5 year	\$ <u>1300.00</u>
08	Base Coat Clear Coat, metallics	5 year	\$ <u>1300.00</u>
09	Base Coat Clear Coat, 2 tone	5 year	\$ <u>1350.00</u>
10	Two Part Poly Urethane	6 year	\$ <u>      </u>

\* S.S. Single Stage

**ATTACHMENT "A"**  
**SUMMARY OF BID ITEMS**  
**LIGHT AND MEDIUM DUTY**

**Miscellaneous Additional Charges**

<b>Item</b>	<b>Description</b>	<b>Fixed Price</b>
01	Flex additive, bumpers etc.	\$ <u>3</u>
02	Jambs, per opening	\$ <u>16</u>
03	Under hood/deck lid, all jambs @ color change	\$ <u>96</u>
04	Extra size	\$ <u>100-</u>
05	Environmental compliance charge	\$ <u>0</u>
06	Pin striping, complete, factory design	\$ <u>50-</u>
07	Decal removal, standard City vehicle	\$ <u>0</u>
08	Decal removal, Police patrol car	\$ <u>0</u>
09	Pick up of vehicles from various locations	\$ <u>0</u>
10	Delivery of vehicles to various locations	\$ <u>0</u>
11	Towing of vehicles under 14,000 lbs GVWR	\$ <u>0</u>

PAYMENT TERMS: Net 30

Price increase shall not exceed 0 % during the first renewal period.

Price increase shall not exceed -5 % during the second renewal period.

**ATTACHMENT "A"- REVISED  
COST ESTIMATE SCENARIOS  
LIGHT AND MEDIUM DUTY**

Bidders shall complete the three scenarios of Attachment "A". The totals of these Cost Estimate Scenarios shall be used to determine the three lowest bidders. All sales tax shall be computed using 9.75%.

**COST ESTIMATE SCENARIO #1**

**Damage: Front left quartering impact with moderate damage**

	Replace	Repair	INSTRUCTIONS	Body Hrs.	Paint Hrs.	Frame Hrs.	Parts List	Part Type OEM/ or aftermarket	Sublet Net.
1	X		Frnt. Bumper	2.6	2.9				
2	X		Frnt. Bumper Cover	1	1		322.80	A	
3	X		Frnt. Bumper Reinforcement	1	1		71.87	O	
4	X		Grille	.4			95.40	A	
5	X		Grille Nut	1			13.20	O	
6	X		Lt. Headlight Assy.	inc			166.80	A	
7	X		Headlight	1			inc		
8	X		L Park I Signal Lamp Assy.	1			inc		
9	X		Hood Panel	1.2	4.4		334.80	A	
10	X		Radiator	inc			142.80	A	
11	X		Upper Radiator Support	4.0	1.5		118.20	A	
12		X	Lt. Fender Panel	4.0	1.7				
13	X		Lt. Fender Apron Assy.	7.0	1.0		386.58	O	
14	X		Lt. Fender Brace	1			14.80	O	
15	X		Lt. Grille Panel Bracket	1					
16	X		Lt. Front body Bracket	1					
17	X		Front Body Brace	1					
18	X		Lt. Front Body Brace	.2			64.5	O	
19		X	Check and Adjust F1/Lamps	.4					
20	X		Hood Primary Latch	.2			31.22	O	
21	X		Frnt. W/Shield NAGS	1			150.00	A	40.00
22	X		Air Bag Module - Driver Side (Factory OEM ONLY)	.4			683.50	O	
23	X		Detail Interior Clean Up Glass	1.5					
24			Towing - From Fleet Services to Your Shop	NC					NC
25		X	Set to Pull Frame			2.0			
26		X	Pull Frame - Back 3" & High 1"			2.0			
27		X	Frnt. Wheel Alignment						40.00
28		X	Refinish as Required & Paint Materials						
29		X	Refinish as Required & Paint Materials						

Actual cost of repairs shall not exceed itemized estimate by more than 5%, no exceptions.

Year: 2008      21.9 Hrs @ \$ 16 Body \$ 350.40

Make: Ford      11.5 Hrs @ \$ 16 Body \$ 184.00

Model: Escape, Hybrid 4dr SUV      4.0 Hrs @ \$ 22 Body \$ 88.00  
 Vin: 1FMCU59H18XD83966      Parts \$ 2533.30

Please state part type as O = OEM, A = Aftermarket      Hrs @ \$ \_\_\_\_\_ Shop Mat \$ \_\_\_\_\_

Number of days required in Contractor's shop for repairs: 7      11.5 Hrs @ \$ 15 Paint Mat \$ 172.50

Sublet Mat \$ 80.00

Sales Tax \$ 263.90

Total cost for repair for 1 year contract \$ 3672.10

Total cost for repair for 2 year contract \$ 3488.50

**ATTACHMENT "A"- REVISED  
COST ESTIMATE SCENARIOS  
LIGHT AND MEDIUM DUTY**

**COST ESTIMATE SCENARIO #2**

Damage: Minor left rear quartering impact. Driveable

		INSTRUCTIONS			Body Hrs.	Paint Hrs.	Frame Hrs.	Parts List	Part Type OEM or AfterMarke	Sublet Net.
Replace	Repair									
1	X			Rear Bumper Cover	1.5			648.42	O	
2	X			Rear. Bumper Cover Mldg.	inc			41.85	O	
3	X			Rear. Bumper Reinforcement	inc			83.40	A	
4	X			Rt. Rear. Bumper Impact Absorber	inc			34.80	A	
5	X			Lt. Rear. Bumper Impact Absorber	inc			34.80	A	
6	X			Lt. Tail Lamp Assy.	inc			34.80	A	
7	X			Rt. Tail Lamp Assy.	inc			34.80	A	
8		X		Rt. Quarter Panel	6.0					
9		X		Lt. Quarter Panel	4.5					
10		X		Rt. Inner Quarter Panel	3.0					
11		X		Lt. Inner Quarter Panel	3.0					
12	X			Rt. Fender Wheelhouse Panel	2.5			120.50	<del>O</del>	
13	X			Lt. Fender Wheelhouse Panel	2.5			120.50	O	
14		X		Set to Pull Frame			2.0			
15		X		Pull & Square Frame Low 1" Sway 3"			2.0			
16	X			Paint Complete Same Color Two-Tone Black& White		50.0				
17				(Inc. Jamb, Frames, Hood & Trunk)						
18		X		Detail Interior & Trunk	1.5					
19		X		Refinish as Required & Paint Materials						
20		X		Refinish as Required & Paint Materials						

Actual cost of repairs shall not exceed itemized estimate by more than 5%, no exceptions.

Year: 2009

24.5 Hrs @ \$ 16 Body \$ 392.80

Make: Ford

50.0 Hrs @ \$ 16 Body \$ 800.00

Model: Crown Victoria Sedan

4.0 Hrs @ \$ 22 Body \$ 88.00

Vin: [REDACTED]

Parts \$ 1107.30

\_\_\_\_\_ Hrs @ \$ \_\_\_\_\_ Shop Mat \$ \_\_\_\_\_

50.0 Hrs @ \$ \_\_\_\_\_ Paint Mat \$ Max 400.00

Please state part type as O = OEM, A = Aftermarket

Sublet Mat \$ \_\_\_\_\_

Sales Tax \$ 147.00

Number of days required in Contractor's shop for repairs: 10

Total cost for repair for 1 year contract \$ 2935.10

Total cost for repair for 2 year contract \$ 2788.30

**ATTACHMENT "A" - REVISED  
COST ESTIMATE SCENARIOS  
LIGHT AND MEDIUM DUTY**

**COST ESTIMATE SCENARIO #3**

*Damage: Moderate front impact.*

	Replace	Repair	INSTRUCTIONS	Body Hrs.	Paint Hrs.	Frame Hrs.	Parts List	Part Type OEM or Aftermarket	Sublet Net.
1		X	Lt. Front Fender	6.0	2.2				
2	X		Front Bumper Cover	1.7	2.6		82 <sup>00</sup>	A	
3	X		Front Bumper Reinforcement	inc			82 <sup>00</sup>	A	
4	X		Lt. Front Bumper Cover Support	inc			32 <sup>00</sup>	O	
5	X		Front Bumper Cover Absorber	inc			46 <sup>80</sup>	A	
6	X		Rt. Front Bumper Cover Support	inc			32 <sup>00</sup>	O	
7	X		Grille	inc			87 <sup>86</sup>	O	
8	X		Grille Support	inc			-		
9	X		Hood	1.3	3.9		119 <sup>00</sup>	A	
10	X		Hold Open Rod	inc			2.31	O	
11	X		Hood Panel Emblem	inc			35.24	O	
12	X		Radiator	inc			214 <sup>80</sup>	A	
13	X		Radiator Support	8.3	1.5		196 <sup>80</sup>	A	
14	X		Air Conditioning Hoses	.2			177.61	O	
15	X		Air Conditioning Pipes	.2			238.22	O	
16	X		Lt. Fender Brace	inc			11.23	O	
17	X		Frnt. W/Shield NAGS				142.20	A	40 <sup>00</sup>
20	X		Air Bag Module - Driver Side (Factory OEM ONLY)	.3			721.25	O	
21	X		Air Bag Module - Passenger Side Factory OEM	.8			749.72	O	
22		X	Detail Interior Clean Up Glass	1.5					
23			Towing - From Fleet Services to Your Shop						
24		X	Set to Pull Frame			2.0			
25		X	Pull Frame - Back 3" & High 1"			2.0			
26		X	Frnt. Wheel Alignment						40 <sup>00</sup>
27		X	Refinish as Required & Paint Materials						

Actual cost of repairs shall not exceed itemized estimate by more than 5%, no exceptions.

Year: 2008      20.3 Hrs @ \$ 16<sup>00</sup> Body \$ 324.80  
 Make: Toyota      10.2 Hrs @ \$ 16<sup>-</sup> Body \$ 163.20  
 Model: Prius, 4dr Sedan      4.0 Hrs @ \$ 22<sup>-</sup> Body \$ 88<sup>00</sup>  
 Vin: [REDACTED]      Parts \$ 2866.70  
 \_\_\_\_\_ Hrs @ \$ \_\_\_\_\_ Shop Mat \$ \_\_\_\_\_  
 10.2 Hrs @ \$ 15 Paint Mat \$ 153.00

Please state part type as O = OEM, A = Aftermarket

Sublet Mat \$ 80.00  
 Sales Tax \$ 294.50

Total cost for repair for 1 year contract \$ 3970.20  
 Total cost for repair for 2 year contract \$ 3771.60

Number of days required in Contractor's shop for repairs: 5

**ATTACHMENT "B"**

**SUMMARY OF HEAVY-DUTY BID ITEMS**

**Heavy Duty Truck, Body, Frame, and Finishing Repairs Using Labor Rate Schedule as Listed in Current Mitchell UltraMate or Approved Equal Collision Estimating Guide**

<u>Item</u>	<u>Unit</u>	<u>Description</u>	<u>Labor Rate</u>
01	Hr.	R&R (Remove Replace) and Repairs	\$ <u>28</u> <sup>-</sup>
02	Hr.	Frame Straightening and Repairs Set-up _____ Hrs.	\$ <u>35</u> <sup>-</sup>
03	Hr.	Painting	\$ <u>28</u> <sup>-</sup>
04	Hr.	Mechanical	\$ <u>35</u> <sup>-</sup>

**Material Charges**

01	Hr.	Paint/Shop Materials	\$ <u>15</u> <sup>-</sup>
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**New Replacement Parts as Listed in Current Mitchell UltraMate or Approved Equal Collision Estimating Guide**

<u>Item</u>	<u>Estimating Guide</u>	<u>Source of Origin</u>	<u>Discount from List Price</u>
01	_____	Domestic	<u>5</u> %
02	_____	Asian	<u>5</u> %
03	_____	European	<u>5</u> %

**ATTACHMENT "B"**

**SUMMARY OF HEAVY-DUTY BID ITEMS**

**Items Characteristic of Collision Repair Processes**

<u>Item</u>	<u>Description</u>	<u>Fixed Rate</u>
01	Two Wheel Alignment	\$ <u>40</u> or per Invoice on *S.V
02	Air Conditioning, E&R, R134, including Freon	\$ <u>35</u> -
03	Coolant Per Gallon	\$ <u>10</u> -

<u>Item</u>	<u>Description</u>	<u>% Mark-up Over Cost</u>
01	LKQ (Like Kind Quality)	<u>20</u> %
02	Aftermarket Parts	<u>20</u> %
03	Reconditioned Parts	<u>20</u> %
04	Radiator Repair	<u>20</u> %
05	Exchange/Remanufactured Bumpers	<u>20</u> %

**GLASS: Glass Replacement Shall be Based on the Most Cost Effective Means**

<u>Item</u>	<u>Description</u>	<u>% Discount from *NAGS</u>
02	Windshields/Back-glass	<u>45</u> %
02	Side Glass/all other	<u>20-30</u> %

\* NAGS (National Auto Glass Specifications)

**COMPLETE PAINT JOB: 2009 Hackney 36' Beverage Trailer**

<u>Item</u>	<u>Description</u>	<u>Warranty</u>	<u>Fixed Price</u>
01	* S.S. Urethane, nonmetalics	3 year	\$ <u>1800</u> -
02	* S.S. Urethane, nonmetalics	5 year	\$ <u>1800</u> -

S.V = Specialty Vehicles.



**ATTACHMENT "B"**

**SUMMARY OF HEAVY-DUTY BID ITEMS**

03	* S.S. Urethane, metallics	3 year	\$ <u>1800</u> —
04	* S.S. Urethane, metallics	5 year	\$ <u>1800</u> —
05	* S.S. Urethane, nonmetallic 2 tone	3 year	\$ <u>1900</u> —
06	* S.S. Urethane, metallics 2 tone	5 year	\$ <u>1900</u> —
07	Base Coat Clear Coat, nonmetallics	5 year	\$ <u>1900</u> —
08	Base Coat Clear Coat, metallics	5 year	\$ <u>1900</u> —
09	Base Coat Clear Coat, 2 tone	5 year	\$ <u>2000</u> —
10	Two Part Poly Urethane	6 year	\$ <u>    </u> —

\* S.S. Single Stage

**Miscellaneous Additional Charges – General Heavy**

Item	Description	Fixed Price
01	Jambs, per opening	\$ <u>32</u>
02	Extra size	\$ <u>150-</u>
03	Environmental compliance charge	\$ <u>0</u>
04	Decal removal, standard City vehicle	\$ <u>0</u>
05	Decal removal, Safety vehicles	\$ <u>0</u>
06	Pick up of vehicles from various locations	\$ <u>0</u>
07	Delivery of vehicles to various locations	\$ <u>0</u>
08	Towing of vehicles over 14,000 lbs GVWR	\$ <u>per Invoice</u>

PAYMENT TERMS: Net 30

Price increase shall not exceed 0 % during the first renewal period.

Price increase shall not exceed -5 % during the second renewal period.

**ATTACHMENT "B"**  
**COST ESTIMATE SCENARIO HEAVY DUTY**

Bidders shall complete the scenario of Attachment "B". The totals of this Cost Estimate Scenario shall be used to determine the three lowest bidders. All sales tax shall be computed using 9.75%.

**COST ESTIMATE SCENARIO #1**

*Damage: Left front impact with medium damage*

	Replace	Repair	INSTRUCTIONS	Body Hrs.	Paint Hrs.	Frame Hrs.	Parts List	Sublet Net.
1	X		Front bumper	1.0	1.5		342. <sup>00</sup>	
2	X		Lt, & Rt lower hood hinges	.8			257.71	
3	X		Hood assembly	4.5	5.0		1320. <sup>00</sup>	
4	X		Lt side hood latch assembly	.3			53. <sup>05</sup>	
5	X		Front nose panel	inc			inc	
6	X		Lt side hood model badge	1			100. <sup>00</sup>	
7	X		Lt side turn signal assembly	.2			34. <sup>80</sup>	
8	X		Lt side head light assembly	.5			81. <sup>60</sup>	
9	X		Lt side head light bezel	.2			26. <sup>40</sup>	
10	X		High pressure AC hose	1.0			146. <sup>90</sup>	
11		X	Evacuate and recharge AC					35. <sup>00</sup>
12	X		Radiator	2.0			1373.17	
13		X	Refinish and paint to match					
14		X	Align front end					40. <sup>00</sup>

Actual cost of repairs shall not exceed itemized estimate by more than 5%, no exceptions.

Year: 2001 10.5 Hrs @ \$ 28 Body \$ 294.<sup>00</sup>  
 Make: International 6.5 Hrs @ \$ 28 Body \$ 182.<sup>00</sup>  
 Model: 4700 \_\_\_\_\_ Hrs @ \$ \_\_\_\_\_ Body \$ \_\_\_\_\_  
 Vin: Parts \$ 3549.40  
\_\_\_\_\_ Hrs @ \$ \_\_\_\_\_ Shop Mat  
 \$ \_\_\_\_\_ \_\_\_\_\_ Hrs @ \$ \_\_\_\_\_ Paint Mat 97.50  
 \$ \_\_\_\_\_ Sublet Mat 75.<sup>00</sup>  
 \$ \_\_\_\_\_ Tax 355.60  
 Sales Tax \$ \_\_\_\_\_ Total cost for repair for 1 year contract \$ 4553.50  
Total cost for repair for 2 year contract \$ 4325.80

Number of days required in Contractor's shop for repairs: 4

# LASZLO'S

UNEXCELLED AUTODODY AND PAINTING



# LASZLO'S

UNEXCELLED AUTOBODY AND PAINTING

Laszlo's Collision Center would like to provide you a list of standards, equipment, policies and technical support to provide maximum service. Changes subject to change.

- 6 Body technicians ( I-CAR certified) with both automotive and heavy equipment experience
- 2 Refinishing technician (BASF certified)
- 2 Painters helpers
- 1 Nova-Verta downdraft computerized refinishing booth
- 2 Spray king cross-flow refinishing booths
- 1 Porter/ detailer
- 3 Estimators
- 2 Alignment technicians
- 1 Hunter Computerized wheel alignment machine ( with before and after printout capability)
- 1 Air conditioner specialist
- 1 Air conditioner charging system for R12 and R134
- 1 Service hoist
- 2 Heavy duty frame machines
- 1 Genesis laser frame measuring system
- Mitchell estimating system
- Digital camera capture and transmission capabilities
- Internet connections
- 4 Mig welders
- BASF Nationwide Lifetime warranty on paint
- 15,000 Square feet of Building Space
- Facilities on over 40,000 square feet protected by laser beam system connected to immediate police response
- 2 Flat bed tow trucks for free guest towing
- Shuttle service for guest to and from location
- 24 hour guest emergency collision roadside service
- Guest waiting area
- \$1,000,000 Garage Keepers Liability Insurance
- GM and Toyota Certified Technicians
- Hybrid Specialty Technician













# ***LASZLO'S COLLISION***

2625 E ANAHEIM ST.  
LONG BEACH CA 90804  
(562)433-9957 OFFICE  
(562)439-6604 FAX

## REFERENCE LIST

1. MR. GUY MESCHEDER  
CITY OF MANHATTAN BEACH  
3621 BELL AVENUE  
MANHATTAN BEACH CA 90266  
310-802-5330
  
2. MR. GEORGE KITZMAN  
MISS. ANA WHITE  
U.S. CUSTOMS AND BORDER PATROL  
1 WORLD TRADE CENTER  
SUITE # 705  
LONG BEACH CA 90831  
562-980-3100
  
3. MR. CHRIS MILLER  
MULTI STATE INSURANCE  
P.O. BOX 4079  
CERRITOS CA 90703  
562-252-3434
  
4. CORPORATE CLAIMS MANAGEMENT  
1 IVYBROOK BLVD  
SUITE 115  
IVYLAND PA 18974  
215-396-1991

5. CEI GROUP  
4850 EAST STREET ROAD  
TOWER ONE  
TREVOSE, PA. 19053  
877-234-0378



mobile electronics  
certified professional

Powered by



# basic certified installation technician

## *Ernesto Sandoval*

**Certificate Number: CEA172505**

Having demonstrated, through testing, academic ability and knowledge of installation and system design of autosound, auto security, in-vehicle communication systems and navigation systems; and having evidenced interest in the growth of the mobile electronics profession, is accordingly granted this certificate of Basic Installation Technician by the Consumer Electronics Association/ Mobile Electronics Division.

**certified on this 17th day of October in the year 2008  
and expires on the 17th day of October in the year 2010**

President and CEO  
Consumer Electronics Association

Chairman  
Consumer Electronics Association  
Mobile Electronics Division

Chairman, MECP Committee  
Consumer Electronics Association  
Mobile Electronics Division

# Certificate of Achievement

EXCELLED

This recognizes that

## Ernesto Sandoval Top Gun Award Recipient

The recipient of this reward excelled in all phases of the training by maintaining a grade point average of 90%+ in all sections of the training.

February 27th, 2009

*Roger D. Hill*

Director of Education

*Bl. W. Weinstein*

Head Instructor

*Damon K. Hill*

President



# Certificate Of Advanced Training

COLLISION REPAIR 2000+

COURSE COMPLETE 04/20/2004

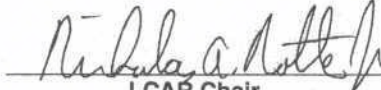
COLLISION REPAIR 3000

COURSE COMPLETE 04/20/2004

XXXXXXXXXXXXXXXXXX

**This recognizes that  
YACOV JOURNO**

**has successfully completed the requirements of these I-CAR Training Courses**

  
I-CAR Chair

  
I-CAR Executive Vice President

The Inter-Industry Conference On Auto Collision Repair



Revision Date: 10/04/2004

# Certificate Of Advanced Training

AUTOMOTIVE GMA (MIG)

QUALIFICATION TEST PASSED: 03/07/1997  
EXPIRES: 03/07/2002

COLLISION REPAIR 2000+

COURSE COMPLETE: 08/20/2000

XXXXXXXXXXXXXXXXXX

This recognizes that

**YACOV JOURNO**

has successfully completed the requirements of these I-CAR Training Courses



I-CAR Chair



I-CAR Executive Vice President

The Inter-Industry Conference On Auto Collision Repair



Revision Date: 10/02/2000





# Certificate of Qualification

This certifies that

## YACOV JOURNO

has satisfactorily completed the requirements of the



### I-CAR AUTOMOTIVE MIG WELDING QUALIFICATION TEST

by successfully completing each of  
the following welds in the vertical  
and overhead positions

- Plug Weld on Lap Joint
- Fillet Weld on Lap Joint
- Butt Weld with Backing

The Inter-Industry Conference on Auto Collision Repair

A handwritten signature in cursive script, reading "Bill Wickland".

CHAIRMAN

A handwritten signature in cursive script, reading "J.M. Mack".

EXECUTIVE VICE-PRESIDENT

Expires February 2002

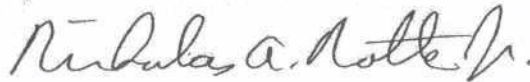
**CERTIFICATE OF  
PROFESSIONAL DEVELOPMENT  
THROUGH TRAINING**

PRESENTED TO

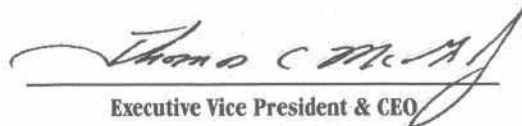
**YACOV JOURNO**

IN RECOGNITION OF SUCCESSFULLY COMPLETING  
THESE COLLISION INDUSTRY TRAINING PROGRAMS FOR

**STRUCTURAL REPAIR**



Chairman, International Board of Directors



Executive Vice President & CEO

INTER-INDUSTRY CONFERENCE ON AUTO COLLISION REPAIR

**Structural II - December 18, 2004**

Steel Unibody Front And Rear Rails, Floors, And Front Structure

- August 26, 2004

Steel Unibody A-, B-, C-, D-Pillars, And Rocker Panels - September 1, 2004

Steel Full-Frame Sectioning - December 18, 2004

Full-Frame Replacement - December 18, 2004



**I-CAR**<sup>®</sup>  
Collision Industry Training

# Certificate Of Advanced Training

COLLISION REPAIR 2000+  
COURSE COMPLETE: 09/20/2000

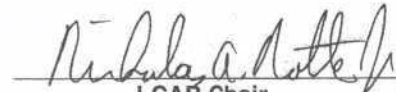
COLLISION REPAIR 3000  
COURSE COMPLETE: 09/03/2004

STRUCTURAL PARTS (STEEL)  
COURSE COMPLETE: 12/18/2004

XXXXXXXXXXXXXXXXXX

**This recognizes that  
YACOV JOURNO**

**has successfully completed the requirements of these I-CAR Training Courses**

  
I-CAR Chair

  
I-CAR Executive Vice President

The Inter-Industry Conference On Auto Collision Repair



Revision Date: 01/21/2005

# Chief Training

The Professional's Choice

# Genesis 2

ELECTRONIC MEASURING SYSTEM

*Yacov Journo*

This certifies that

has successfully completed the 32 hour  
Genesis 2 Measuring and Structural Alignment Class.

Awarded at Ontario, CA this 1<sup>st</sup> day of October 1998



Awarded by *Caroline Arago*  
Instructor

*Certificate of*  
**COMPLETION**

**Yacov Journo**

has successfully completed the following course  
from the General Motors Service Technical College

**22043.11**

**MIG Welding (H)**

This certificate is awarded by the authority of the  
Service Technical College of General Motors on





Director of GM Dealer Business Improvement



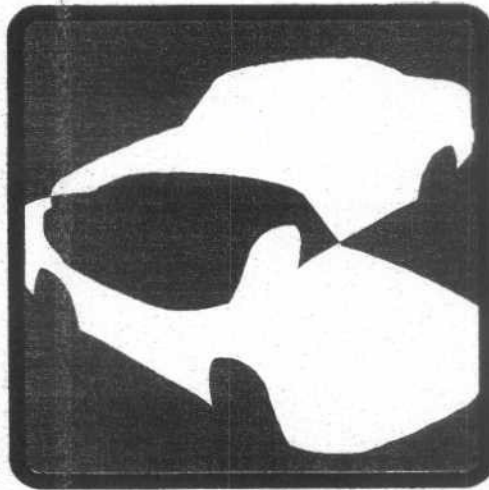
# Certificate of Completion

This certifies that

**MAURICIO AGUILAR SANCHEZ**

has successfully completed the eight-part course

**COLLISION REPAIR 2000**



*William H. Moyer*

CHAIRMAN

*J. Nielsen*

EXECUTIVE VICE-PRESIDENT

The Inter-Industry Conference on Auto Collision Repair

OCTOBER 1995



# ***Automotive Refinish Technician Warranty Certification***

*Sergio Zuniga*

has successfully completed BASF technical training and has met the professional standards of the VisionPLUS Lifetime Warranty Program.

2 Years

Certification Term

8/26/2010

Expiration Date

25590

Certificate Number

 **BASF**

The Chemical Company

*Darlene K. Eilenberger*

Darlene Eilenberger  
Director of Marketing, NAFTA  
BASF Automotive Refinish

*Wm. Jay Johnston*

Wm. Jay Johnston  
Manager Training and Development, NAFTA  
BASF Automotive Refinish

# IMACA

INTERNATIONAL MOBILE AIR CONDITIONING ASSOCIATION

*A not-for-profit trade association serving the Mobile Air Conditioning Industry since 1958*

Date: 04/15/92

Certificate No.: 614-28-9612

**MAURICIO A. SANCHEZ**

has successfully completed training and  
is **IMACA** certified in the proper use of R-12  
refrigerant recovery and recycling equipment.

*Frank Allison*

Frank Allison, Executive Director





# Certificate of Completion

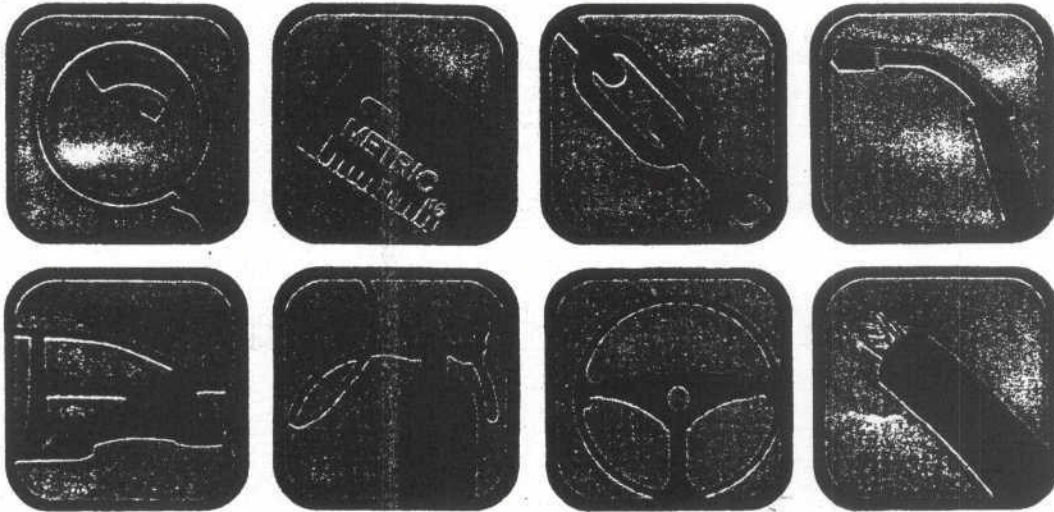
This certifies that

## JOSE DE JESUS ESTRADA

has successfully completed

### THE I-CAR 8-PART COLLISION REPAIR COURSE

- Identification and Analysis of Damage
- Measuring Principles and Techniques
- Straightening Systems and Techniques
- Welding in Collision Repair
- Replacement of Structural Parts
- Restoring Corrosion Protection
- Suspension, Steering and Alignment
- Working with Mechanical and Electrical Parts



*John E. Termination*  
CHAIRMAN

*John Sch...*  
EXECUTIVE VICE PRESIDENT

The Inter-Industry Conference on Auto Collision Repair

OCTOBER 1992



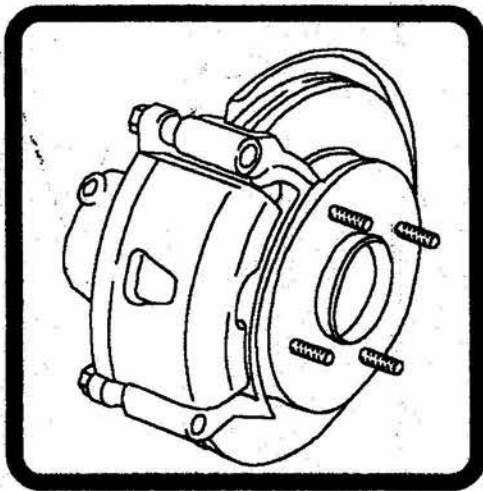
# Certificate of Completion

This certifies that

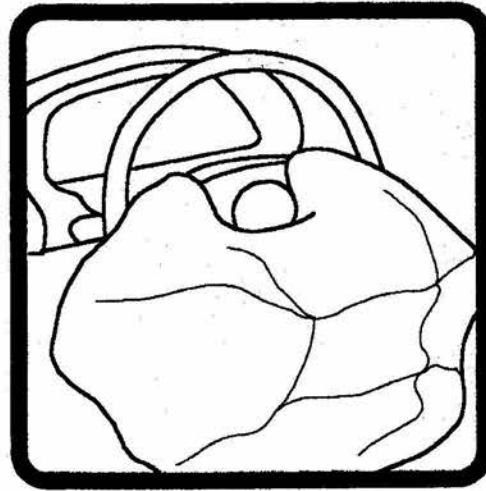
**AUGUSTO GUERRERO**

has successfully completed the two-part course

## **ADVANCED VEHICLE SYSTEMS**



**Anti-Lock Brakes**



**Passive Restraint  
Systems**

*William H. Krayer*  
CHAIRMAN

*[Signature]*  
EXECUTIVE VICE-PRESIDENT

The Inter-Industry Conference on Auto Collision Repair

JUNE 1996



# CITY OF LONG BEACH

## Department of Financial Management Business Relations Bureau

333 West Ocean Blvd., 7th Floor, Long Beach, CA 90802 (562) 570-6200 Fax (562) 499-1014 sbe@longbeach.gov

### Certified Small Business Enterprise

**Date:** 12/29/2009

**Vendor Account Number:** 3493

laszlos collision center  
2625 e anaheim st  
long beach, CA, 90821

Thank you for submitting your Vendor Application seeking Small Business Enterprise recognition. Per our evaluation of the information you provided in your application and the North American Industry Classification System codes you identified, your status as a Small Business Enterprise (SBE) has been approved. This certification is recognized by the following organizations:

#### *City of Long Beach*

City of Long Beach is pleased to issue this SBE Certificate subject to the terms and conditions identified below:

<b>NAICS code(s) for which SBE status is recognized: 811121</b> <b>SBE Certificate Effective Date: 12/29/09</b> <b>SBE Certificate Expiration Date: 12/29/12</b>
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Work Performed by your firm that falls within the above-mentioned NAICS code(s) will be counted as SBE participation for work performed on contracts procured by the above agencies.

The agencies reserve the right to withdraw this certification if at any time it is determined that certification was knowingly obtained by false, misleading or incorrect information and reserve the right to audit all statements. If any firm attempts to falsify or misrepresent information to obtain certification, the firm may be disqualified from participation in any contracts for a period of up to five years.

**SBE Certification is valid for a period of three (3) years. To maintain SBE status, firms must update their existing SBE Vendor Application on or before the expiration date mentioned above. All information is subject to verification.**

If there are any changes in your status that may impact your certification, you are required to update your account information online. A copy of your information can be viewed by logging into [www.planetbids.com/LongBeach/VendorProfile.cfm](http://www.planetbids.com/LongBeach/VendorProfile.cfm), and selecting the link to the "Small Business



City of Long Beach

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Department of Financial Management  
Division of Procurement  
333 W Ocean Blvd. 7<sup>th</sup> floor, Long Beach, California 90802  
p 562.570.6020  
Michelle.King@Longbeach.gov

December 21, 2009

NOTICE TO BIDDERS

ADDENDUM NO. 1

PA00510  
AUTOBODY REPAIR SERVICES

The City of Long Beach had a Mandatory Pre-bid meeting on Thursday, December 17, 2009. From that meeting we have revised "Attachment A" Cost estimate scenarios 1, 2 & 3 for light and medium duty. You are required to replace the "Revised" pages in your bid.

Failure to do so will disqualify your bid.

Any questions must be submitted in writing to [Michelle.King@longbeach.gov](mailto:Michelle.King@longbeach.gov)

Prepared By: Michelle King Date: December 21, 2009  
Buyer

Acknowledged By: Laszlo's Sports Car Center Inc.  
Company Name  
Jack Altman President  
Print Name Title  
[Signature] 12-29-09  
Signature Date