



**DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
September 1, 2021**



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40-S-MOD. SERVICES MODIFICATION

Department of Budget and Management, Fleet Management Office

Contract ID: Maintenance, Repair and Accident Management Program for State-Owned Vehicles; 050B6400003

ADPICS No.: COJ32056

Contract Approved: DBM 4-S, 09/07/2016

Contractor: Element Fleet Corporation; Sparks, MD
(formerly Element Vehicle Management Services, LLC)

Contract Description: Provide Statewide vehicle maintenance and repair services via a network of local vendors for State-owned cars, light trucks, vans, and medium and heavy-duty trucks not covered by in-house maintenance and repair facilities. The contract also provides an accident management program to manage reporting and repair of all vehicle accidents and vandalism claims by participating State agencies.

Modification Description: Extend the contract term for 1-year to allow time to conduct a new procurement.

Original Contract Term: 10/01/2016 - 09/30/2021

Modification Term: 10/01/2021 - 09/30/2022

Original Contract Amount: \$77,000,000

Modification Amount: \$15,000,000

Total Contract Amount: \$92,000,000

Prior Mods/Options: \$ 0 (Mod #1: Clarified scope of work; Delegated Authority - DBM, 09/12/2017)
\$ 0 (Mod #2: Contract assignment and novation; Delegated Authority – DBM, 06/07/2018)

Percent +/- (This Item): 19.4%

Total Percent Change: 19.4%

Original Procurement Method: Competitive Sealed Proposals



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40-S-MOD. SERVICES MODIFICATION (cont'd)

MBE/VSBE Participation: N/A / N/A

MBE/VSBE Compliance: N/A / N/A

Requesting Agency Remarks: This contract will provide access to a repair and maintenance service network of national and local Maryland vendors for servicing State-owned cars, light trucks, vans and medium and heavy-duty trucks. It also provides for an accident management program to manage reporting and repair of all vehicle accidents and vandalism claims by participating State agencies.

Whereas vehicle maintenance and repair services are common, the vehicle maintenance and accident repair management services required through this contract are unique and highly specialized to provide the State with a management contractor to oversee all conventional maintenance, repairs, glass replacement through a standardized pricing agreement with a national glass replacement vendor, preventative maintenance through a monitoring system for all original equipment manufacturer recalls, provide maintenance experts through a centralized technical support center to review, and approve maintenance and repair services 24/7/365 (including a toll free number). Additionally, this contract provides emergency road services 24/7/365 for vehicle towing and transportation for State personnel from the accident or breakdown site to a safe and appropriate location. These centralized services ensure the State's Fleet is safe and operational and costs for maintenance and repair services are reasonable and appropriate. Therefore, continuation of these services while the State conducts a new procurement and awards a new contract are essential.

Element Fleet Corporation has agreed to maintain the same pricing for the term of this modification.

This procurement was delayed, in large part, due to the pandemic and the ability to fully engage with vendors. Since this is such a large procurement, DBM did not want to chance the exclusion of new provisions or contractual requirements in an attempt to be expedient.

Fund Source: 100% General

Approp. Code: Various (Per using agency)

Resident Business: Yes

BOARD OF PUBLIC WORKS ACTION

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION