

ALBANY COUNTY SHERIFF'S OFFICE



CRAIG D. APPLE, SR.
SHERIFF

MICHAEL S. MONTELEONE
EXECUTIVE UNDERSHERIFF

County Court House
Albany, New York 12207 (518) 487-5400
WWW.ALBANYCOUNTYSHERIFF.COM

March 5, 2024

Honorable Joanne Cunningham
Legislative Clerk's Office
112 State Street, Room 710
Albany, New York 12207

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Dear Chairwoman Cunningham:

The attached correspondence is forwarded for presentation to the Albany County Legislature.

Legislative approval is requested authorizing the acceptance of the bid results from RFB #2023-100 & RFB #2024-031 which would allow three vendors to be approved for the next vehicle maintenance contract. The vendors would be as follows: Dott's Garage, New Scotland Auto, and Lazzaro's Autobody. This contract will be for 3 years, 1 year plus 2 additional 1-year renewals.

Should you have any questions, do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Craig D. Apple Sr.', written over a printed name and title.

Craig D. Apple Sr.
Sheriff

Cc. Hon. Daniel P. McCoy, County Executive
Hon. Wanda Willingham, Audit & Finance Committee

REQUEST FOR LEGISLATIVE ACTION

| | |
|----------------------|----------------------|
| FOR COUNSEL USE ONLY | |
| DATE: | _____ |
| RECEIVED: | _____ |
| RECEIVED BY: | _____ |
| METHOD: | <u>HAND</u> _____ |
| | <u>COURIER</u> _____ |
| | <u>MAIL</u> _____ |

DATE : March 5, 2024

DEPARTMENT: ALBANY COUNTY SHERIFF'S OFFICE

CONTACT PERSON: SHERIFF CRAIG D. APPLE SR.
 TELEPHONE: 518-447-5440
 DEPT. REPRESENTATIVE ATTENDING SHERIFF CRAIG D. APPLE SR.
 COMMITTEE MEETING: _____

PURPOSE OF REQUEST:

- ADOPTION OF LOCAL LAW _____
 - AMENDMENT OF PRIOR LEGISLATION _____
 - APPROVAL/ADOPTION OF PLAN/PROCEDURE _____
 - BOND APPROVAL _____
 - BUDGET AMENDMENT (SEE BELOW) _____
 - CONTRACT AUTHORIZATION (SEE BELOW) X
 - ENVIRONMENTAL IMPACT _____
 - HOME RULE REQUEST _____
 - PROPERTY CONVEYANCE _____
 - OTHER: (STATE BRIEFLY IF NOT LISTED ABOVE) _____
- Awarding recommendations for RFB 2023-100 & RFB 2024-031 (Full service oil changes, car repairs/tune ups, rebuild/repair transmissions and auto body repair/rebuild
RFB Attached

CONCERNING BUDGET AMENDMENTS

STATE THE FOLLOWING

INCREASE ACCOUNT/LINE NO. _____
 SOURCE OF FUNDS: _____
 TITLE CHANGE: _____

CONCERNING CONTRACT AUTHORIZATION,

STATE THE FOLLOWING:

TYPE OF CONTRACT

- CHANGE ORDER/CONTRACT AMENDMENT _____
- PURCHASE (EQUIPMENT/ SUPPLIES) _____
- LEASE (EQUIPMENT/SUPPLIES) _____
- REQUIREMENTS _____
- PROFESSIONAL SERVICES X
- EDUCATIONAL/TRAINING _____
- GRANT: NEW _____
- RENEWAL _____
- SUBMISSION DEADLINE DATE _____
- SETTLEMENT OF A CLAIM _____
- RELEASE OF LIABILITY _____
- OTHER: (STATE BRIEFLY) _____

CONCERNING CONTRACT AUTHORIZATION (CONT'D)

STATE THE FOLLOWING:

CONTRACT TERMS/CONDITIONS: _____ **PARTY (NAME/ADDRESS):** _____

Per Attached Spreadsheets

AMOUNT/RATE SCHEDULE/FEE: _____

Per Bid #2023-100 & 2024-031

TERM: 1 Year with (2) 1 Year Renewals

SCOPE OF SERVICES: Full Service Lube/Oil Filter changes, car repairs and tune ups, repair and rebuild transmissions.

CONTRACT FUNDING:

ANTICIPATED IN CURRENT BUDGET: YES _____ X NO _____
FUNDING SOURCE: _____

COUNTY BUDGET ACCOUNTS: A931110.44072

REVENUE: _____

All Albany County Departments operating county

APPROPRIATION: owned vehicles.

BOND(RES. NO. & DATE OF ADOPTION) _____

CONCERNING ALL REQUESTS:

MANDATED PROGRAM/SERVICE: _____ **YES** _____ **NO** X

IF MANDATED CITE: AUTHORITY _____

ANTICIPATED IN CURRENT ADOPTED BUDGET: YES _____ **NO** _____

IF YES, INDICATE REVENUE APPROPRIATION ACCOUNTS: _____

FISCAL IMPACT - FUNDING: _____ (DOLLARS OR PERCENTAGES)

FEDERAL _____ 0%

STATE _____ 0%

COUNTY _____ 100%

TERM/LENGTH OF FUNDING _____

PREVIOUS REQUESTS FOR IDENTICAL OR SIMILAR ACTION: _____

RESOLUTION/LAW NUMBER: 20-183

DATE OF ADOPTION: 5/11/2020

JUSTIFICATION: _____ (STATE BRIEFLY WHY LEGISLATIVE ACTION IS REQUESTED)

Per RFB 2023-100 & B 2024-031 Vehicle Maintenance and Repair

see attached bid and tabulations.

BACK-UP MATERIAL SUBMITTED _____ (I.E. APPLICATION/APPROVAL NOTICES FROM FUNDING SOURCE, BID TABULATION SHEET, CIVIL SERVICE APPROVAL NOTICE, PROGRAM ANNOUNCEMENT, CONTRACTS AND/OR ANY MATERIALS WHICH EXPLAIN OR SUPPORT THE REQUEST FOR LEGISLATIVE ACTION.)

SUBMITTED BY: CRAIG D. APPLE SR.

TITLE: SHERIFF

BID TABULATION

**Vehicle Maintenance
RFB-2023-1002023-100**

BIDDER: Dotts Garage Inc.

SECTION I: Full Service Lube/Oil/Filter Changes

COST PER VEHICLE CONVENTIONAL OIL:

| | |
|---|--------|
| Sedans | No bid |
| SUV'S | No bid |
| Pick up Truck (compact, ½ ton, ¾ ton – 2WD and 4 x 4) | No bid |
| Passenger MiniVans | No bid |
| Cargo MiniVans | No bid |
| Cost per Conventional Quart of Oil (beyond 5 qts.) | No bid |

COST PER VEHICLE SYNTHETIC OIL:

| | |
|--|-------------------|
| Sedans | \$75.00 |
| SUV'S | \$85.00 |
| Pick up Truck (compact, ½ ton, ¾ ton – 2WD and 4 x 4) | \$80.00 - \$90.00 |
| Passenger MiniVans | \$75.00 |
| Cargo MiniVans | \$80.00 |
| Cost per Synthetic Quart of Oil (beyond 5 qts.) | \$10.00 |
| CAR WASH AT FACILITY (yes/no) | No |
| If no, coupons or discount at another facility included (yes/no) | Yes |

| | |
|--------------------------|-------------------|
| AIR FILTER REPLACEMENT: | \$21.95 - \$34.95 |
| WIPER BLADE REPLACEMENT: | \$24.00 - \$30.00 |

SECTION II: Car Repairs/Tune Up's

Hours of Operation:

| | |
|----------------------|--------|
| MONDAY – FRIDAY | 8 TO 4 |
| SATURDAY OR HOLIDAYS | N/A |

RATES: Mechanical – Labor Rate per Hour \$58.00

PARTS COST: Must be a percent discount off current cost figures on Major Brand, First Line quality parts.

| | |
|---------------------------|---------------|
| Parts/Material List Price | 10 % discount |
| Published Price List Used | Alldata |

TOWING RATES: Towing rates must specify maximum mileage at set cost – plus cost for each additional mile. (Allowed cost will be comuted by the most direct route from point of pickup (including starting point) to point of delivery.)

Maximum Mileage 3 miles @ \$65.00
 Each additional mile @\$5.00

OPTION: COST OF OIL AND FILTER CHANGE N/A

SECTION III: Repair and Rebuild Transmissions

Hours of Operation:

| | |
|----------------------|--------|
| MONDAY – FRIDAY | No bid |
| SATURDAY OR HOLIDAYS | No bid |

RATES: Mechanical – Labor Rate per Hour No bid

PARTS COST: Must be a percent discount off current cost figures on Major Brand, First Line quality parts.

Parts/Material List Price No bid

Published Price List Used No bid

TOWING RATES: Towing rates must specify maximum mileage at set cost – plus cost for each additional mile. (Allowed cost will be comuted by the most direct route from point of pickup (including starting point) to point of delivery.)

Maximum Mileage 3 miles @ \$65.00

Each additional mile @\$5.00

SECTION IV: Auto Body Repair/Refinish

Hours of Operation:

MONDAY – FRIDAY No bid

SATURDAY OR HOLIDAYS No bid

RATES: Mechanical – Labor Rate per Hour (Automotive) No bid
Mechanical- Labor Rate Per Hour (Heavy Truck) No bid

Mechanical-Labor Rate Per Hour (Frame Straightening No bid

PARTS COST: Must be a percent discount off current cost figures on Major Brand, First Line quality parts.

Parts/Material List Price N/A

TOWING RATES: Towing rates must specify maximum mileage at set cost – plus cost for each additional mile. (Allowed cost will be comuted by the most direct route from point of pickup (including starting point) to point of delivery.)

Maximum Mileage 3 miles @ \$65.00

Each additional mile @\$5.00

RFB-2024-031 Tabulation
Vehicle Maintenance and Repair

| SECTION I - Full Service LOF | SECONDARY | | |
|--|---------------------------------|---------------------------|--|
| Bidder | New Scotland Auto Center | Lazzaro's Autobody | |
| <i>Cost per Vehicle Conventional Oil</i> | | | |
| Sedans | \$ 30.00 | No bid | |
| SUVs | \$ 30.00 | | |
| Pick up Truck | \$ 30.00 | | |
| MiniVan | \$ 30.00 | | |
| Cargo MiniVan | \$ 30.00 | | |
| Cost per Quart beyond 5 qts | \$ 4.99 | | |
| <i>Cost per Vehicle Synthetic Oil</i> | | | |
| Sedans | \$ 52.00 | No bid | |
| SUVs | \$ 52.00 | | |
| Pick up Truck | \$ 52.00 | | |
| MiniVan | \$ 52.00 | | |
| Cargo MiniVan | \$ 52.00 | | |
| Cost per Quart beyond 5 qts | \$ 7.99 | | |
| Air Filter Replacement | \$15.00 - \$30.00 | | |
| Wiper Blad Replacement | \$25.00 - \$50.00 | | |
| Car Wash Facility Yes/No | No | | |
| If no, Coupons for another facility Yes/No | Yes | | |

| SECTION II - Repairs and Tune-ups | | | |
|--|---------------------------------|---------------------------|--|
| Bidder | New Scotland Auto Center | Lazzaro's Autobody | |
| Hours of Operations | | | |
| Monday - Friday | 8:00 a.m. - 5:00 p.m. | No bid | |
| Saturday or Holidays | By Appointment | | |
| Mechanical labor Rate Hourly | \$ 89.50 | | |
| Discount Parts | 10% | | |
| Published Price List Used Parts | Mitchell 1 | | |
| Towing Rates | no bid | | |

| SECTION III - Repair and Rebuild Transmission | | | |
|--|---------------------------------|---------------------------|--|
| Bidder | New Scotland Auto Center | Lazzaro's Autobody | |
| Hours of Operations | | | |
| Monday - Friday | 8:00 a.m. - 5:00 p.m. | No bid | |
| Saturday or Holidays | By Appointment | | |
| Mechanical labor Rate Hourly | \$ 89.50 | | |
| Discount Parts | 10% | | |
| Published Price List Used Parts | Mitchell 1 | | |

| | | | |
|--------------|--------|--|--|
| Towing Rates | no bid | | |
|--------------|--------|--|--|

SECTION IV - Auto Body Repair/Refinish

| | New Scotland Auto Center | Lazzaro's Autobody | |
|---|-------------------------------------|--|--|
| Bidder | | | |
| Hours of Operations | | | |
| Monday - Friday | No bid | 7:00 a.m. - 4:00 p.m. M- Th 7 a.m. - 11:00 a.m. Friday | |
| Saturday or Holidays | | N/A | |
| Mechanical labor Rate Hourly Automotive | | \$ 49.00 | |
| Mechanical labor Rate Hourly Heavy Truck | | \$ 49.00 | |
| Mechanical labor Rate Hourly Frame Straighening | | \$ 49.00 | |
| Discount Parts/Material | | 10% | |
| Published Price List Used Parts | | | |
| Towing Rates | | No Charge | |

RESOLUTION NO. 183

AUTHORIZING AGREEMENTS REGARDING VEHICLE MAINTENANCE
AND REPAIRS FOR COUNTY-OWNED VEHICLES

Introduced: 5/11/20

By Audit and Finance Committee:

WHEREAS, The Albany County Sheriff has requested authorization to enter into one-year agreements with two consecutive one-year options to renew, with Dott's Garage, Destination Nissan, Lazzaro's Autobody, Inc., New Scotland Auto, and Route 85 Body Works, and

WHEREAS, In cooperation with the County Purchasing Department, the Sheriff's Office issued a Request for Bids (RFB) regarding vehicle maintenance and repairs, and

WHEREAS, After a thorough review of the RFB responses, the Sheriff's Office has recommended that the County enter into agreements with five vendors for full service lube, oil, filter changes, car repairs, tune-ups, repair and rebuild transmissions, and auto body repair/refinish for County-owned vehicles, now, therefore be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into an agreement with the following vendors regarding vehicle maintenance and repairs for County-owned vehicles for a term commencing May 1, 2020 and ending April 30, 2021, with two one-year options to renew, at rates established and in accordance with the responses to the aforementioned RFB:

Zone A

Zone B

Zone C

Destination Nissan
770 Central Avenue
Albany, NY 12206

Destination Nissan
770 Central Avenue
Albany, NY 12206

Destination Nissan
770 Central Avenue
Albany, NY 12206

Dott's Garage
1177 Central Avenue
Albany, NY 12205

Dott's Garage
1177 Central Avenue
Albany, NY 12205

Dott's Garage
1177 Central Avenue
Albany, NY 12205

Lazzaro's Autobody, Inc
60 Arch Street
Green Island, NY 12183

New Scotland Auto
1958 New Scotland Road
Slingerlands, NY 12159

Lazzaro's Autobody, Inc
60 Arch Street
Green Island, NY 12183

New Scotland Auto
1958 New Scotland Road
Slingerlands, NY 12159

Route 85 Body Works
2460 New Scotland Road
Voorheesville, NY 12189

New Scotland Auto
1958 New Scotland Road
Slingerlands, NY 12159

and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreements as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

Adopted by unanimous vote - 5/11/20