

**REVISED**  
6/20/12

June 12, 2012

Honorable Board of Supervisors  
County of Alameda  
1221 Oak Street, Suite 536  
Oakland, California 94612-4305

Dear Board Members:

SUBJECT: EXTEND AND INCREASE THE CONTRACTS FOR MOTORCYCLE BODY  
REPAIR AND MAINTENANCE, REQUEST FOR QUOTATION NO. 900672;  
AMOUNT: \$70,000

**RECOMMENDATION:**

Authorize the Purchasing Agent to negotiate and sign a second amendment to extend and increase Master Contract No. 900672, Procurement Contract No's. 5133 and 5134, with the following vendors to provide motorcycle body repair and maintenance to the General Services Agency, Motor Vehicles Division (GSA-MVD):

- A. HK Cycles, Inc. (Dan Matson, Owner), Livermore, CA, certified SLEB, Procurement Contract # 5133; and
- B. RC Cycles (Ronald W. Cairns, Owner) Hayward, CA, certified SLEB, Procurement Contract #5134, SLEB waiver #2027.

The contract amount will increase from \$119,077 to \$189,077 an increase of \$70,000. The contract amount is considered to be a pool amount, available for use in obtaining services from both vendors, dependent upon need. The term of the contract extension shall be one year, beginning on approximately July 1, 2012, and ending on approximately June 30, 2013. This contract allows for extensions by mutual agreement.

**DISCUSSION/SUMMARY:**

On June 8, 2010, File No. 26244, Item No. 15, your Board approved a one-year contract with HK Cycles, Inc. and RC Cycles to provide motorcycle body repair and maintenance on a scheduled and as-needed basis for the fleet of approximately 31 Alameda County Sheriff's Office motorcycles. On April 12, 2011, File No. 26244, Item No. 54, your Board authorized a first amendment to extend the contract for an additional year and increase the contract amount.

HK Cycles, Inc. and RC Cycles provide repair and maintenance services for Eastern Alameda County (Dublin to Livermore) and for Western Alameda County (Albany to Fremont). Both contractors provide repair and maintenance on Harley Davidson, Kawasaki, and Suzuki motorcycles. Each repair job is bid to both shops, and the low bidder is selected. The RFQ locked in the hourly rates, and each vendor quotes parts, cost, and hours of labor at their established hourly rate. Their performance has been satisfactory throughout the term of the contract.

SELECTION CRITERIA/PROCESS:

*GSA-MVD has determined that they do not currently have the resources required to provide motorcycle repair and maintenance for the County.*

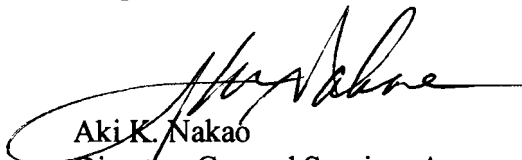
*GSA-MVD worked with GSA-Purchasing to develop and issue a Request for Quotations (RFQ). The RFQ was issued on December 21, 2009 to 10 vendors including those registered in the Alameda County local vendor database. On February 16, 2010, a total of three RFQ responses were received, and an award was made to the above two Small, Local & Emerging Business (SLEB) certified vendors.*

*RC Cycles SLEB certification expired on March, 31, 2012 and they are currently in the process of recertification. The Office of Acquisition Policy (OAP) approved a SLEB waiver so that the County can continue to utilize the services of RC Cycles while they are being recertified.*

FUNDING:

Appropriations for this program are included in GSA-Motor Vehicles FY 2012-13 Approved Budget and will be requested in subsequent budget years. No additional appropriation is required and there will be no increase in net County cost.

Respectfully submitted,

  
Aki K. Nakao  
Director, General Services Agency

AKN:EB:hh\Board Letters\Purchasing\FY 2011-12\Motorcycle Body Repair & Maintenance Extension/Increase BL

cc: Susan S. Muranishi, County Administrator  
Patrick J. O'Connell, Auditor-Controller  
Donna Ziegler, County Counsel