

1 BILL NO. S-24-09-07

2 SPECIAL ORDINANCE NO. S-_____

3 AN ORDINANCE approving the INCREASE FOR
4 PURCHASE ORDER #24803022 FOR AUTO BODY
5 REPAIR by the City of Fort Wayne, Indiana, by and
6 through its Department of Purchasing and FOX & FOX
FRAME SERVICE for the FLEET DEPARTMENT.

7 NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF
8 THE CITY OF FORT WAYNE, INDIANA;

9 SECTION 1. That the INCREASE for PURCHASE ORDER #24803022
10 FOR AUTO BODY REPAIR by the City of Fort Wayne, Indiana, by and through its
11 Department of Purchasing and FOX & FOX FRAME SERVICE for the FLEET
12 DEPARTMENT, respectfully for:

13 increase Purchase Order #24803022 for the repairs to City assets
14 involved in accidents or incidents;
15 involving a total cost of FORTY THOUSAND AND 00/100 DOLLARS -
16 (\$40,000.00) - (original Purchase Order Amount is \$75,000.00; Total Purchase
17 Order Amount is now \$115,000.00 all as more particularly set forth in said
18 INCREASE of PURCHASE ORDER #24803022 FOR AUTO BODY REPAIR which
19 is on file in the Office of the Department of Purchasing, and is by reference
20 incorporated herein, made a part hereof, and is hereby in all things ratified,
21 confirmed and approved.
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SECTION 2. That this Ordinance shall be in full force and effect from
and after its passage and any and all necessary approval by the Mayor.

Council Member

APPROVED AS TO FORM AND LEGALITY

Malak Heiny, City Attorney

DIGEST SHEET

Department: Fleet

Resolution Number:

Title of Ordinance: Increase for Purchase Order #24803022 for Auto Body Repair

Amount of Contract: 75,000

Description of Project (Be Specific): This is to request an increase for the repairs to City assets involved in accidents or incidents.

What Are The Implications If Not Approved: We will not be able to continue to use this vendor as a repair facility on vehicles that have been damaged and Fleet has solicited bids for repair at our weekly "Ding Day" by local body shops.

If Prior Approval Is Being Requested, Justify:

Additional Comments:

Date: September 4, 2024
To: City of Fort Wayne
Members of Common Council

From: Todd Brookmyer
Director of Fleet Management

RE: Fox & Fox Frame Service.

The City of Fort Wayne Fleet Department is seeking the approval to increase its purchase order with Fox & Fox Frame Service by \$40,000. This increase is to cover the following:

1. Increased parts and labor charges due to the increase/severity of accidents and incidents with City assets.
2. Increased cost of parts due to inflation.
3. This includes at fault and not at fault repairs with City assets.
4. Fleet is not asking for additional funding; we are only requesting the P.O. amount be increased. We have the additional money for this increase already in our budget for this year.

As Fleet Management moves forward, we expect to continue to internalize more repairs to reduce outside labor costs. Our goal is to continue to internalize as many repairs as possible over the next 12 months which will better utilize our staff and increase turnaround times for the departments which will allow us all to better serve the people of Fort Wayne.

If you have any questions, please feel free to contact me @ 427-6391 to discuss this or our Fleet goals.