



**DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
April 3, 2024**



SUPPLEMENTAL

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97-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.: COK43024

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

Contract Description: 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 to allow time to complete the new procurement and allow for a transition period and add additional funds.

Award: Element Fleet Corporation; Sparks, MD
(Formerly Element Vehicle Management Services, LLC)

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

Modification Term: 05/01/2024 - 06/30/2024

Original Amount: \$77,500,000

Modification Amount: \$ 8,000,000

Prior Options/Mods: \$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)
\$15,000,000 (Mod #3: Extension 10/01/2021 - 09/30/2022; DGS 40-S-MOD, 09/01/2021)
\$22,000,000 (Mod #4: Extension 10/01/2022 - 03/30/2023; DGS 16-S-MOD, 06/22/2022)
\$0 (Mod #5: Extension 03/31/2023 - 12/31/2023; Delegated Authority - DBM; 03/30/2023)
\$17,000,000 (Mod #6: Add additional funds; DGS 16-S-MOD, 06/21/2023)



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\$0 (Mod #7: Extension 01/01/2024 - 01/31/2024; Delegated Authority - DBM, 12/29/2023)

\$0 (Mod #8: Extension 02/01/2024 - 04/30/2024, Delegated Authority - DBM, 01/31/2024)

Total Contract Amount: \$139,500,000

Percent +/- (this item): 10.32%

Total Percent -/- Change: 80.00%

Original Procurement Method: Competitive Sealed Proposals

MBE/VSBE Participation: 0% / 0%

MBE/VSBE Compliance: 0% / 0%

Performance Security: No

Requesting Agency Remarks: Services provided through this contract are unique and highly specialized to deliver the State a management contractor to oversee all conventional maintenance, repairs, glass replacement, and preventative maintenance. Additionally, the contractor monitors all original equipment manufacturer recalls, provides maintenance experts through a centralized technical support center to review, and approves maintenance and repair services 24/7/365, including a toll-free number. The contract also includes emergency road services 24/7/365 for vehicle towing and transportation for the State personnel from the accident or breakdown site to a safe and appropriate location. These centralized services ensure that the State's fleet is safe, operational, and that costs for maintenance and repair services are reasonable and applicable. Continuing these services while the State conducts the new procurement and awards a contract is essential.

The Department of General Services (DGS) released a Request for Proposal in late 2022, and submissions have been received. DGS is currently finalizing the contract with the potential awardee and anticipates an award by May 2024. The delay on this procurement was due to the pandemic and the ability to engage with vendors and due to staffing changes, corrective actions taken during the procurement process, and contract negotiations.

At the time of the original award, secondary service was unavailable, and MBE and VSBE participation was not established. The new solicitation includes 10% MBE participation.



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

Fund Source: 100% General Funds
Approp. Code: Various (Per using agency)
Resident Business: Yes

BOARD OF PUBLIC WORKS		THIS ITEM WAS:	
APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	