
File ID: 2026-01046

6/23/2026

[Contract Supplement] On-Call Body Repair Services for Light-Duty Vehicles [Published for 10-Day Review 06/11/2026]

File ID: 2026-01046

Location: Citywide

Recommendation: Pass a **Motion** authorizing the City Manager or designee to execute Supplement No. 4 to Contract No. 2023-1370 with ACME Collision Center, LLC for vehicle body repair services for light-duty vehicles in the City's fleet, increasing the contract by \$950,000 for a revised contract total not-to-exceed amount of \$1,500,000.

Contact: Stacey Chatman, Program Specialist, (916) 808-6711, schatman@cityofsacramento.org; Alison Kerstetter, Fleet Manager, (916) 808-1163, akerstetter@cityofsacramento.org; Department of Public Works

Presenter: None

Attachments:

1-Description / Analysis

2-Supplemental Contract Number 4

Description/Analysis

Issue Detail: The Department of Public Works, Fleet Management Division, relies on timely and reliable body repair services to maintain the City's light-duty vehicle fleet in safe operating condition. In 2023, following a formal competitive procurement process, the City executed an on-call services agreement with ACME Collision Center LLC, which remains in effect through October 9, 2028. Since contract award, service demands have exceeded initial projections due to increased repair volume and aging fleet conditions. To ensure vehicles are returned to service promptly and remain available to support essential City operations, staff recommends increasing the contract authority for ACME Collision Center LLC.

Policy Considerations: The recommendations in this report comply with City Code Chapter 3.56.090, which requires City Council approval for contract actions of \$250,000 or more. In addition, Sacramento City Code Section 4.04.020 and the City Council Rules of Procedure (Chapter 7, Section E.2.d) require that, unless waived by a two-thirds vote of the City Council, all labor agreements and

all agreements exceeding \$1,000,000 be made available for public review at least 10 days prior to Council action. This item was published on June 11, 2026, for the required 10-day public review period, in full compliance with these provisions.

Economic Impacts: None.

Environmental Considerations:

California Environmental Quality Act (CEQA): No environmental review is necessary because the recommendations in this report involve the purchase of vehicle services and are not considered to be a project in accordance with Section 15378(b)(2) of the California Environmental Quality Act guidelines.

Sustainability: Not applicable.

Commission/Committee Action: None.

Rationale for Recommendation: On June 13, 2023, the City Council adopted Resolution 2023-0194 authorizing the use of a Request for Proposal (RFP) process to solicit on-call body repair services. Fleet Management issued the RFP on July 11, 2023, seeking light-duty, heavy-duty, and fire apparatus repair services. Two proposals were received: one from Kearney's covering all service categories, and one from Downtown Ford covering light-duty and fire apparatus work. Both firms were awarded contracts based on the competitive evaluation. However, additional vendor capacity was required to meet ongoing operational demand. In accordance with the Nonprofessional Services Procurement Policy Section 2.2(2)(ii), Fleet Management conducted competitive negotiations, which resulted in additional agreements with California Auto Body and ACME Collision Center LLC for light-duty repair services. Due to higher-than-anticipated service volume, an increase to the existing not-to-exceed contract authority is now necessary to ensure timely repairs and uninterrupted fleet support for City operations.

Financial Considerations: Sufficient funding is available in the Department of Public Works, Fleet Management Division's FY 2025/26 Approved Operating Budget (Fleet Fund 6501) to support continued light-duty vehicle body repair services through June 30, 2026. Any purchases made after that date will be contingent upon funding availability in the applicable fiscal year's adopted budget.

Local Business Enterprise (LBE): ACME Collision Center LLC is an LBE.

Contract Routing Sheet

Payment / Performance Bond Only

General Routing Information

Department: Public Works Department

Contract Coordinator: Julie Baldovino Email: jbaldo@cityofsacramento.org

Effective Date: 10/10/2023 Expiration Date: 10/09/2028

Grant/Project Name: None

Other Party: Acme Collision Center LLC

Original Not to Exceed Amount: \$ 500,000.00

Assessor's Parcel Number(s): None

Project Number: None Bid/RFQ/RFP#: B24153311002

Supplements/Addendums/Change Orders

Adjusted Amount of this Change (+/-): \$ 950,000.00 New Not to Exceed Amount: \$ 1,500,000.00

Change In Scope: No

Original Contract Number: 2023-1370 Supplement Number: 04

Council Approval

Original Meeting Date: 10/5/23 Council File ID: 2023-01262

Supplement Meeting Date: 6/16/26 Council File ID: 2026-01046

Processing Information

- Clerk's Office to Mail for Recording
- Return to Dept for Other Party Signature
- Real Estate
- Return to Dept for Recording
- Construction Related
- Additional Originals Attached – Return to Dept.

Add notes/instructions, including any other contract or council file ID numbers related to this agreement:

Signing Authority - Department Directors up to \$100K; \$100K - \$250K City Manager or Assistant City Manager; \$250K+ Council Approval & Council Appointee or designee.

Department Review and Routing

AB 339 Review Confirmation (if needed) *Amforn*

Sign _____

Sign _____

Sign _____

Sign _____

Sign _____

CONTRACT #: 2023-1370
AMENDMENT #: 04
CONTRACT NAME: On-Call Body Repair Services for Light Duty Vehicles
NOT TO EXCEED AMOUNT (INCLUDING SUPPLEMENTS): \$1,500,000

DATE: 6/16/26
PROJECT: None
SOLICITATION: B24153311002
MOTION / DATE OR FILE ID: 6/16/26 / 2026-01046

CITY OF SACRAMENTO

**CONTRACT AMENDMENT
CHANGE IN NOT-TO-EXCEED AMOUNT**

The City of Sacramento ("City") and ACME Collision Center("Contractor"), as parties to that certain contract designated as Contract Number 2023-1370 , including any and all prior amendments modifying the contract (the contract and all amendments are hereafter collectively referred to as the "Contract"), hereby amend the Contract as follows:

1. The maximum not-to-exceed amount that is specified in the Contract for payment of Contractor's fees and expenses is **increased** by \$650,000, and the Contract's maximum not-to-exceed amount is amended as follows:

Contract's original not-to-exceed amount:	\$500,000
Net change by previous amendments:	\$ 50,000
Not-to-exceed amount prior to this amendment:	\$550,000
Increased by this amendment:	\$950,000
New not-to exceed amount including all amendments:	\$1,500,000

2. Contractor warrants and represents that the person or persons executing this contract amendment on behalf of Contractor is duly authorized by Contractor to sign this amendment and bind Contractor to the terms hereof.
3. Except as specifically revised herein, all terms and conditions of the Contract shall remain in full force and effect, and Contractor shall perform as required under the Contract, as modified by this amendment.

[SIGNATURES ON FOLLOWING PAGE]

SUPPLEMENTAL CONTRACT

Approval Recommended By:

Project Manager

Approved By:

Tim Martinez

Tim Martinez (Jun 4, 2026 08:31:14 PDT)
Contractor

Approved By:

Ryan Moore, Assistant City Manager
City of Sacramento

Approved As To Form By:

Paul A. Gale

City Attorney

Attest:

City Clerk