



Elizabeth Kosa
Public Works Director

Garrett Reynolds, Superintendent

MEMORANDUM

To: The Honorable Satpal Singh Sidhu, Whatcom County Executive
The Honorable Members of the Whatcom County Council

Through: Elizabeth Kosa, Public Works Director *EK*

From: Brett Piepel, Assistant Superintendent – Equipment Services

Prepared by: Kyle Devries, Purchasing / Stores Lead

Date: October 8, 2025

Re: Autobody Repair RFP 25-64

- **Requested Auction**

Whatcom County Public Works respectfully requests approval to enter into a contract with Gitts Autobody as a result of RFP 25-64 for autobody repairs to County vehicles and equipment.

- **Background and Purpose**

The Equipment Services Division of the Public Works Department is responsible for maintaining the County's fleet of vehicles and equipment. During normal operations, accidental damage occasionally occurs, necessitating professional autobody repair services.

To secure the most competitive pricing and reliable service, the County issued RFP #25-64 for autobody repairs. Two responses were received, one from Gitts Autobody and one from Bellingham Ford. Following a thorough panel review, it was decided to award to both Gitts Autobody and Bellingham Ford for the services required.

The contract will have an initial term of one year, with the option to renew for up to three additional one-year terms, contingent on satisfactory performance and continued need.

- **Funding Amount and Source**

This is a regularly budgeted expense within the Equipment Rental & Revolving (ER&R) Fund, as part of the 2025–2026 budget cycle. The contract amount will not exceed \$80,000.00 per year, and expenditures will be made as needed.

- **Recommended Action**

Please approve this agreement and forward to the Executive and County Council for approval. If you have any questions or concerns please contact Kyle DeVries at extension 6408 or Brett Piepel at extension 6405.