

Auto Body Repair Services

The State is seeking eligible Bidders who can provide auto body repair services for State vehicles per the bid specifications.

Open	6/25/2026 12:00 PM CDT	Type	RFB - Request for Bids
Close	7/30/2026 12:00 PM CDT	Number	005-RFB-2838-2026
		Currency	US Dollar
Sealed Until	7/30/2026 12:00 PM CDT	Payment Terms	0% 0, Net 60

Contacts

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Commodity Codes

Commodity Code	Description
95330	Collision Insurance, Automotive

The State is seeking eligible Bidders who can provide auto body repair services for State vehicles per the bid specifications. **Description** The State is seeking statewide coverage to meet the needs of the State facilities located throughout the state. This will be a multiple award solicitation. More than one Bidder may be awarded in populous areas. The resulting Contract(s) are not exclusive.

The purpose of this Request for Bids (RFB) is to solicit bids from qualified providers to provide the goods and/or services described further in this RFB to the Lead Agency and any Participating Agencies. The Lead Agency intends to award a contract(s) beginning and ending on the dates listed in the solicitation, and the Lead Agency may extend the contract(s) for up to the number of annual extensions identified in the solicitation at the sole discretion of the Lead Agency. Any contract(s) resulting from the RFB shall not be an exclusive contract.

This RFB is designed to provide Bidders with the information necessary for the preparation of competitive Bids. The RFB process is for the Lead Agency's and Participating Agencies' benefit and is intended to provide the Lead Agency with competitive information to assist in the selection process. It is not intended to be comprehensive. Each Bidder is responsible for determining all factors necessary for the submission of a comprehensive Bid.

It is advised to "Save Progress" often and especially after uploading documents.

NOTE: Anytime the Bidder opens their bid after the initial submission, they MUST certify and resubmit. No information will be lost from the initial submission.

NOTE: Bidder must approve and resubmit their bid after an amendment has been posted by the Issuing Officer. If the bid was submitted before the amendment, all information will be saved. The Bidder only needs to read and acknowledge the amendment.

Instructions for Amendments: Answer the newly posted question in the Questions Section, and CERTIFY and SUBMIT your bid again (if previously submitted).

Contract Term

The term of the contract will begin 09/14/2026 and end on 03/31/2028.

The Agency shall have the sole option to renew the contract upon the same or more favorable terms and conditions for up to four annual extensions. The resulting contract will be available to all State Agencies.

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This contract will continue contracts awarded under RFB1121005003 expiring 09/13/2026

Prerequisites

- ★1. Bidder shall read and make certifications of the their Bid.
- ★2. Bidder shall read and authorize to release information for their Bid.

Buyer Attachments

1. [Exhibit A - DAS Risk Claim Procedures.pdf](#)

Group 1: Form of Bid

Instructions: Bidder shall read and answer the following questions. If you have exceptions to the Terms and Conditions, submit an question(s) in the Question and Answer Section with your exception(s).

- 1.1 Enter the Bidder's contact name, telephone number, email address, and shipping address for questions regarding this solicitation. ★
- 1.2 Enter the Bidder's State or Foreign Country of Residence. ★
- 1.3 Enter the number of years the Bidder has been in business in the text box. ★
- 1.4 Enter the number of years of experience the Bidder has with providing the types of goods and/or services sought by the solicitation. ★
- 1.5 Bidder shall read, fill-out and upload the Terminations, Litigation and Debarment document. ★
- 1.6 Is the Bidder requesting confidential treatment of specific information? ★
- 1.7 A Bidder requesting confidential treatment of specific information shall fully complete the form attached. In the Items Section, mark each good or service upon which the Bidder believes confidential information appears. ★
- 1.8 The State of Iowa requires shipping to be FOB Destination, Freight Prepaid. Does the Bidder agree to the terms? ★

Group 2: Terms and Conditions

Instructions: Bidder shall read and answer the following questions. If you have exceptions to the Terms and Conditions, submit an question(s) in the Question and Answer Section with your exception(s).

- 2.1 Bidder shall read the RFB Definitions and enter a response. ★
- 2.2 Bidder shall read the Administrative Terms and enter a response. ★
- 2.3 Bidder shall read the Contract Terms & Conditions and enter a response. ★
- 2.4 Bidder shall read the Specification Terms and enter a response. ★
- 2.5 Bidder shall read the Terms and Conditions for GOODS and enter a response. ★
- 2.6 Bidder shall read the Terms and Conditions for SERVICES and enter a response. ★
- 2.7 Bidder shall read the Federal Terms and Conditions and enter a response. ★
- 2.8 Bidder shall read the Insurance Requirements and enter a response. ★
- 2.9 Quarterly Sales Report - The Bidder shall provide a detailed quarterly report in Microsoft Excel on ALL sales made under the resulting Contract. Reports must be submitted to the Iowa Department of Administrative Services through the State's designated process. Bidder shall enter a response. ★

Group 3: Payment Terms

Instructions: Bidder shall read and answer the following questions. If you have exceptions to the Terms and Conditions, submit an question(s) in the Question and Answer Section with your exception(s).

- 3.1 Payment Terms - Per Iowa Code § 8A.514 the State of Iowa is allowed sixty (60) days to pay an invoice submitted by a Bidder. Does the Bidder agree to the terms? ★

Group 4: Specifications

Instructions: Bidder shall read and answer the following questions. If you have exceptions to the Specifications, submit a question in the Question and Answer Section with your exception.

- 4.1 Contractor must be a commercial auto body repair facility located within the state of Iowa or in surrounding states within 30 miles of the Iowa border. Auto-body repair work must not be performed in a garage attached to a homestead. A commercial auto body repair facility may be located separately on the same land as or adjacent to a homestead but must be licensed as a commercial business entity in the state of Iowa. ★
- 4.2 Contractor must have a five-year history in the auto collision repair business. Contractor agrees to provide proof of business history upon request by the State. ★
- 4.3 Contractor shall provide a three-year warranty on labor and the manufacturer's standard warranty on parts. ★
- 4.4 Contractor shall maintain at least one member of their staff who has completed training in the following areas:
 - Estimator
 - Non-Structural: Steel Welding Class; Steel Sectioning Class
 - Steel Structural: Steel Sectioning Class
 - Refinishing
 ★

Contractor shall:

- 4.5 •Be certified through training in CFC-12, HFC-134a and HFO1234yf refrigerant recycling and service procedures as required by Section 609 of the Clean Air Act and be able to provide proof of certification upon request by the State. ★
•Comply with local regulations for storage, mixing, application and disposal of hazardous waste products such as automotive paint.
- Contractor meets the following requirements for auto-body repair services:
•Ability to perform pre/post repair vehicle system diagnostics/calibrations and ability to provide documentation of such.
•Ability to perform and verify four-wheel alignment either in-house or through a sublet provider
- 4.6 •Ability to perform mechanical operations including R&I/R&R steering, suspension, braking, HVAC, electrical, engine, and drive train assemblies ★
•Utilize an industry standard estimating platform
•Utilize appropriate structural straightening equipment (frame rack) and a three-dimensional vehicle measuring system with the ability to provide pre & post repair documentation
•Utilize an enclosed spray booth and drying equipment as specified by the approved refinishing system being used
- *CONTINUED from 4.6* Contractor meets the following requirements for auto body repair services:
•Have a two-post lift with a lifting capacity of at least 7,000 lbs.
4.7 •Have a rivet gun for setting structural blind rivets ★
•Utilize a MIG welder for steel fusion
•Utilize a dent removal/pulling system with stud welder/pins, and pulling attachments
•Utilize a Mil thickness gauge for plastic substrates
•Utilize a squeeze type Resistance Spot Welder
- 4.8 Contractors shall use OEM (Original Equipment Manufacturer) parts, unless an alternative is specifically approved by the State. ★
- 4.9 Contractor shall comply with the claims processing instructions provided in Exhibit A located in Buyer Attachments of this RFB for claims associated with State vehicles. ★
- 4.10 Contractor shall prioritize the repair of emergency vehicles such as law enforcement or emergency response vehicles. ★
- 4.11 Contractor understands that the resulting Contract is not exclusive and is not associated with any geographical area. ★
- 4.12 Contractor understands that the State does not guarantee any minimum level of purchases under the resulting Contract. ★
- Contractor may assess storage fees:
- 4.13 •Starting the tenth (10th) business day not to exceed \$50 per calendar day ★
•The ten day counter starts with written notification (email)
- 4.14 Vehicles that have been deemed a total loss by insurance shall not incur storage fees until 5 business days after Iowa DAS Fleet Services have been notified. DAS Fleet Services will acknowledge notification and approve storage fees if applicable. Storage fees shall not exceed \$50 per day. ★
- 4.15 Rate Increases In any renewal years, if exercised, awarded businesses may request an increase in the hourly unit prices quoted. Discount level on parts shall remain firm for the duration of the contract and any renewal years. Any such increase shall be requested 1 month prior to anniversary date of the award and is subject to the approval of the State. In no event shall an increase exceed three (3) percent of the previous 12-month period (calculated based on the month of award) ★
- 4.16 All work done without the services of an independent adjuster shall be priced in accordance with the contractor's estimate. Such estimate shall be subject to review and approval by the State before any work may start. Contractor shall obtain approval in writing by the State authorized representative prior to the commencement of repairs. The Contractor is required to e-mail estimates, with corresponding digital pictures to the States Fleet Manager or another Department Representative. ★
- 4.17 It shall be the responsibility of the contractor to pick up vehicles. If the vehicle is unable to be driven, it shall be the responsibility of the contractor to have the vehicle towed to their repair facility. This service shall be provided at no cost to the State. ★

All invoicing will be submitted to the DAS Fleet Risk Manager via email (das.risk@das.iowa.gov). DAS Fleet will review the final invoice and submit to DAS Finance with approval to issue payment. The State shall pay the Contractor monthly, within the period of time provided for by applicable State statute, after receipt of the Contractor's invoice for the goods and/or services supplied by the Contractor in the prior calendar month. The invoice will be itemized with a description goods or services provided that corresponds directly to a line item on the Contractual Agreement or Master Agreement that results from this RFB. Each line should also list the quantity, unit of measure, price per unit of measure, line item totals and invoice total. The remit to address on the invoice must match the remit to address that was submitted with registration to do business with the State of Iowa. Payment terms on the invoice must match the payment terms agreed to in the RFB bid submission.

4.18



All invoices that include material mark-up must include original, paid invoices or receipts that substantiate any material mark-up applied to the project must be submitted with the invoice package.

4.19

1 Bid Specifications. Bidder must satisfy all the specifications to be deemed a Responsible Bidder

#	Item Name, Commodity Code, Description	Allow Alternates	Qty.	UOM	Requested Delivery
P1	Standard Labor Rate Per Hour - Paint Including cost of materials	★	1	HR - Hour	
P2	Standard Labor Rate Per Hour - Body Work Including cost of materials	★	1	HR - Hour	
P3	Standard Labor Rate Per Hour - Mechanical Including cost of materials	★	1	HR - Hour	
P4	% Discount off MSRP for OEM Domestic Replacement Parts Bidder must enter "0" in appropriate column if no discount is offered	★	1	P1 - Percent	
P5	% Discount off MSRP for OEM Import Replacement Parts Bidder must enter "0" in appropriate column if no discount is offered	★	1	P1 - Percent	
P6	% Discount off MSRP for Aftermarket or Quality Used Parts Bidder must enter "0" in appropriate column if no discount is offered	★	1	P1 - Percent	
P7	Towing Services - Price per mile (not to exceed 50 miles) ***IF APPLICABLE***	★	1	MILE - Mile	
P8	Towing Services - Flat Fee per trip charge ***IF APPLICABLE***	★	1	EA - Each	

There are no Items added to this event.