



**CITY OF ALBANY, OREGON  
REQUEST FOR QUOTATIONS (RFQ)**

**Police Vehicle Washes**

**Quotations due by 2:00 p.m. (Pacific Time), Thursday, May 18, 2023**

Notice is hereby given that the City of Albany ("City") is requesting quotations from qualified vendors to provide exterior vehicle washes for the Albany Police Department at a car wash facility within the city limits of Albany. The police department fleet consists of 50 vehicles and averages 60 washes per month. The term of this service is for three years, beginning July 1, 2023, through June 30, 2026, with an option to extend the term for two additional, one-year terms.

For questions or clarifications regarding this RFQ, contact Diane Murzynski, NIGP-CPP, CPPO, Contracts & Procurement Officer, at [diane.murzynski@cityofalbany.net](mailto:diane.murzynski@cityofalbany.net), and [Diana Eilers, Police Business Manager, at diana.eilers@cityofalbany.net](mailto:diana.eilers@cityofalbany.net).

Quotation responses must be submitted to Diane Murzynski, in the Finance Department, at [procurement@cityofalbany.net](mailto:procurement@cityofalbany.net), not later than 2:00 p.m., (Pacific Time), Thursday, May 18, 2023. The email subject line should include the project name "Police Vehicle Washes". Submittals will be considered time-stamped and received by the City when received in the procurement email inbox.

The City may reject any quotation response not in compliance with all prescribed solicitation procedures and requirements and other applicable law and may reject any or all quotations in whole or in part when the cancellation or rejection is in the best interest of the City and at no cost to the City. All quotes are valid for 120 days.

DATED THIS 4TH DAY OF MAY 2023.

A handwritten signature in cursive script that reads "Diane M. Murzynski".

Diane M. Murzynski, NIGP-CPP, CPPO, CPPB  
Contracts & Procurement Officer

Post: City of Albany Website