



CITY COUNCIL AGENDA REPORT

MEETING DATE: January 3, 2005

ITEM NUMBER:

SUBJECT: AWARD OF FORMAL PROPOSAL ITEM NO. 1077 FOR THE PURCHASE OF ONE NEW 2005 FORD CUT AWAY CHASSIS WITH CUSTOM BUILT ENCLOSED UTILITY BODY

DATE: December 20, 2004

FROM: FINANCE DEPARTMENT- FINANCIAL PLANNING DIVISION

PRESENTATION BY: MARC R. PUCKETT, DIRECTOR OF FINANCE

FOR FURTHER INFORMATION CONTACT: DEBBIE DOBROTT AT 714/754-5212

RECOMMENDATION:

Award Formal Proposal No. 1077 to Fairway Ford, 1275 Yorba Linda Blvd., Placentia, California 92870, for the purchase of one new 2005 Ford F-350 cutaway chassis with a custom- built enclosed utility body for the total cost of \$37,723.28.

BACKGROUND:

The replacement of unit 600D was approved in the 2004-05 budget. Due to utility body requirements of this vehicle, and the limited availability of the specified body, staff determined that a request for proposal would be a better option than the formal bid process to enable other truck manufacturers to build to specification the body required. As required by the City of Costa Mesa Municipal Code, the "Notice Inviting Bids" was solicited from qualified vendors whose names were on the bidders' list and other Ford vendors. Thirty-one prospective bidders, including the City's local Ford dealer, were invited to bid. A "Notice Inviting Bids" was published in the Daily Pilot and posted on the public bulletin board in City Hall. The bid notice was also posted on the City of Costa Mesa web site.

The City received two proposals on November 2, 2004. The Facilities and Equipment Supervisor, the Communications Installer and the Lead Equipment Mechanic evaluated the proposals. The three criteria that were used in the evaluation were: a) technical response; b) vendor's qualifications; and c) the proposed costs. Of the two vendors considered, Fairway Ford received the highest ranking and provided the lowest cost. The proposed vehicle met the general specifications and requirements of the Maintenance Services and the Telecommunications Divisions. Fairway Ford provided references including the County of Orange and the County of Los Angeles.

ANALYSIS:

The following summary identifies the two vendors, the proposed cost and how each vendor ranked relative to the evaluation criteria.

Vendor	Proposed Cost	Evaluation Criteria		
		A	B	C
Fairway Ford	\$37,723.28	1	1	1
Raceway Ford	\$39,567.57	2	2	2

ALTERNATIVES CONSIDERED:

The alternative to purchasing the new 2005 Ford E-350 cutaway chassis with a custom-built enclosed utility body is to retain the current Telecommunications repair van which is 14 years old and was originally acquired in a drug seizure. Although Unit 600D has only 32,000 miles, the structural integrity of the van was compromised when the previous owner modified the floor of the vehicle to conceal drugs. The vehicle cannot cost-effectively be returned to its original state. While the vehicle is in fair condition, the van is not adequate to carry the required payload. Therefore, staff does not recommend this alternative.

FISCAL REVIEW:

The total cost for the replacement of unit 600D with a new Ford E-350 with custom-built utility body is \$37,723.28. The amount budgeted in FY 04-05 for the replacement of this vehicle was \$40,000. The cost for the replacement vehicle is \$2,276.22 less than the budgeted amount.

LEGAL REVIEW:

There is no legal review required on this item.

CONCLUSION:

Staff recommends that City Council approve the purchase of the 2005 Ford E-350 with a custom-built enclosed utility body.

MARC R. PUCKETT
Director of Finance

DEBBIE DOBROTT
Buyer

Distribution: Public Services Director
Deputy City Clerk