



CITY COUNCIL AGENDA REPORT

MEETING DATE: MARCH 18, 2008

ITEM NUMBER:

SUBJECT: AWARD OF FORMAL BID ITEM NO. 1119 FOR THE PURCHASE A NEW 2007 CHEVROLET C5500 REGULAR 2WD CAB/CHASSIS WITH A CUSTOM BUILT ENCLOSED UTILITY BODY

DATE: MARCH 05, 2008

FROM: FINANCE DEPARTMENT- FINANCIAL PLANNING DIVISION

PRESENTATION BY: MARC R. PUCKETT, DIRECTOR OF FINANCE

FOR FURTHER INFORMATION CONTACT: TERESA M. ROMERO AT 714/754-5227

RECOMMENDATION:

1. Staff recommends the purchase of 2007 Chevrolet C5500 regular 2WD Cab/Chassis with a custom built enclosed utility body from Tom's Truck Center; 909 North Grand Avenue, Santa Ana, California, 92701, for \$81,561.28.
2. Approve the attached budget adjustment BA# 08-047 in the amount of \$81,561.28 available fund in the Automotive Equipment Fund for replacement of the recreational mobile unit. See Attachment I BA #08-047

BACKGROUND:

The current recreational mobile unit, a 1986 Chevrolet P60 Step, is in immediate need of replacement, as the existing equipment is becoming antiquated and unsafe. The vehicle only has 19,000 miles; however it is strictly used for city driving, which accelerated engine wear. Funding for the purchase of a replacement vehicle for the recreational mobile unit was originally included in the FY 06-07 budget. Due to the detailed customization of the vehicle, suppliers were unable to provide a vehicle within FY 06-07. During the lengthy process of working with the suppliers and developing drawings for the detailed customization of a new mobile unit, Council adopted the new "Green Rated Vehicle" policy, which added to the complexity of the purchase. Medium duty vehicles typically have to be converted, after original manufacturing, to meet "Green" standards. Once final drawings were issued and the new "Green" standards were incorporated, FY 06-07 had lapsed and FY 07-08 was underway. Thus, funds are requested to be transferred forward as well as increased to meet the new conversion costs and the rising costs of metal. Finally, it was determined to solicit proposals in lieu of bids, to allow suppliers to provide the best solution to our detailed customization needs.

As required by the City of Costa Mesa Municipal Code, the "Notice Inviting Requests for Proposals for the purchase of a 2008 Chevrolet C5500 regular 2WD cab/chassis or equivalent with a custom built enclosed utility body" solicited qualified suppliers listed on the Bidders' List, including suppliers requesting a bid package. Eighteen prospective suppliers were invited to submit proposals. A "Notice Inviting Requests for Proposals" was also published on the City of Costa Mesa web site, public bulletin board in City Hall, and in the Daily Pilot. On January 19, 2008, the City Clerk received three proposals.

ANALYSIS:

Of the three proposals received, Tom's Truck Center of Santa Ana, submitted the lowest responsive and responsible proposal for \$81,561.28. Tom's Truck Center provided a base proposal and an alternate proposal. Unlike the formal bid process, the formal proposal process considers other factors in addition to price alone. For the recreational mobile unit, proposals were evaluated on the supplier's technical response, capabilities, and costs. Selecting a supplier that could perform and produce the vehicle needed within a timely manner resulting in selecting Tom's Truck Center's alternate proposal. The base proposal was \$295.24 less for a 2008 model; but the availability of that model exceeded 210 days. Therefore it was determined the slightly higher alternate proposal for an in-stock 2007 model, was the best choice to meet our specifications and pressing need. Tom's Truck Center's alternate proposal price still came in \$10K under the next lowest proposal and included the lowest charge for "Green" conversion. See Attachment II – Formal Proposal Tabulation.

ALTERNATIVES CONSIDERED:

One alternative to purchasing a new "Green Rated" customized mobile unit was to maintain the existing vehicle. The cost of maintenance and repair for this unit, in addition to the poor fuel efficiency, prevents staff from recommending this option. More importantly is the safety and security a new vehicle would provide for Recreation staff and their clients. Another alternative considered was to purchase a new model without the "Green" conversion. However, purchasing a standard new model vehicle would be in direct conflict with the City's "Green" initiatives.

FISCAL REVIEW:

The attached budget adjustment BA 08-047 appropriates \$81,561.00 in the Equipment Replacement Fund to cover the cost of the budgeted recreational mobile unit, in addition to the unbudgeted costs of "Green" compliance and detailed customization.

LEGAL REVIEW:

There is no legal review required on this item.

CONCLUSION:

Staff recommends that City Council approve budget adjustment BA #08-047 to appropriate \$81,561.28 for the purchase of 2007 Chevrolet C5500 regular 2WD Cab/Chassis with a custom built enclosed utility body from Tom's Truck Center.

MARC R. PUCKETT
Director of Finance

TERESA M. ROMERO, C.P.M.
Buyer

Distribution: City Manager
Public Services Director
Deputy City Clerk

Attachment I – [BA #08-047](#)
Attachment II – [Formal Proposal Tabulation](#)