



# *CITY COUNCIL AGENDA REPORT*

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MEETING DATE: NOVEMBER 18, 2008

ITEM NUMBER:

**SUBJECT: AWARD OF FORMAL BID ITEM NO. 1121 FOR THE PURCHASE OF EIGHT NEW 2009 POLICE INTERCEPTOR BLACK & WHITE FORD CROWN VICTORIA VEHICLES WITH THE POLICE PACKAGE**

**DATE: NOVEMBER 6, 2008**

**FROM: FINANCE DEPARTMENT- FINANCIAL PLANNING DIVISION**

**PRESENTATION BY: MARC R. PUCKETT, DIRECTOR OF FINANCE**

**FOR FURTHER INFORMATION CONTACT: DEBBIE CASPER, C.P.M., CPPB,  
PURCHASING SUPERVISOR AT 714/754-5212**

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## **RECOMMENDATION:**

Staff recommends the award of Formal Bid No. 1121 for purchase of eight new 2009 Police Interceptor Black and White Ford Crown Victoria vehicles with the police package from Theodore Robins Ford; 2060 Harbor Blvd., Costa Mesa, California, 92626, for \$192,551.15.

## **BACKGROUND:**

The police patrol vehicles are maintained in the fleet based on the number of miles, the maintenance record and the age of the vehicle. Originally the request for replacement included eleven vehicles. Four of the vehicles will replace units that were totaled in various traffic collisions during the last year. It was determined during the budget process last year to delay the purchase of these vehicles until the new budget year. Risk Management is handling the insurance settlements relating to the totaled vehicles. The remaining seven vehicles scheduled for replacement have between 36,572 to 55,427 miles as of October 1, 2008. The model years are between 2004 and 2006.

In November 2006, the City adopted a change in the method of replacing the police vehicles due to concern with the aging fleet. The change included adding four additional vehicles and providing a comprehensive evaluation of the vehicles at 75,000 miles, thus reducing the replacement mileage from approximately 115,000 to 85,000. In the last three years, staff has successfully implemented the approved changes to the police fleet with the result being a newer fleet with fewer miles. Due to the proactive approach, it is recommended that the original request of eleven vehicles be reduced to eight. It is anticipated that delivery will be some time in January 2009.

## **ANALYSIS:**

Purchasing staff determined that it would be in the best interest of the City of Costa Mesa to send out a formal bid for the purchase of the police interceptor vehicles this year. Staff contacted other municipalities for participation in a cooperative bid with Costa Mesa as

the lead agency. The City of Newport Beach agreed to participate in the bid process for the purchase three police interceptors.

As required by the City's Municipal Code, staff solicited "Notice Inviting Bids" from thirty prospective bidders including qualified vendors whose names were on the bidders' list, and other vendors requesting information. A "Notice Inviting Bids" was published in the Daily Pilot, posted on the public bulletin board in City Hall and the bid was posted on the City's web site for downloading. On September 29, 2008, eight submittals were received, opened and read by the Deputy City Clerk.

On October 20, 2003, the City adopted resolution 03-69 per the Ordinance 11-03, of the City of Costa Mesa Municipal Code Title 15, Chapter V, Article 2, Section 2-171(e), allowing for a 5% reduction in bid amount for Costa Mesa vendors when comparing bids of vendors outside the City. The maximum consideration is \$5,000 per contract. Bids were evaluated in adherence to "City Costa Mesa Vendor's Preference" resolution. The bid tabulation is provided in attachment I. The total cost represented in the tabulation for Theodore Robins Ford includes the maximum consideration of \$5,000. Based on the tabulation, the City of Costa Mesa should award the contract to Theodore Robins Ford. The amount used for analysis was \$187,551.15; however the amount of the award is \$192,551.15.

#### **ALTERNATIVES CONSIDERED:**

Actual mileage on the units scheduled for replacement has been lower than projected due to an overall newer fleet. The most current projections indicate that the mileage of these units will reach 85,000 miles in about the first half of the 2010 calendar year. This finding along with budgetary concerns have caused staff to reconsider replacing a fewer number of units this year. With the current projections, it is viable to procure eight units in lieu of the eleven originally budgeted for. Four of the eight would replace the four totaled units, which the city is in the process of receiving reparations for. The subsequent four would replace mileage worn, or future loss units. Although it may be prudent to delay the purchase of the some of these vehicles, fleet staff recommends replace at least eight vehicles at this time.

#### **FISCAL REVIEW:**

The FY 08-09 includes funding for the eleven vehicles. The total cost for the eight new 2009 Police interceptors Black with the police package is \$192,551.15. The FY 08-09 budget provides funding for all the vehicles in the Equipment Replacement Fund. The amount is \$32,242 lower than the amount budgeted for these vehicles which will allow for the purchase of some required accessories. The cost of the 2009 interceptors is \$168.73 more than the amount paid last year.

**LEGAL REVIEW:**

There is no legal review required on this item.

**CONCLUSION:**

Staff recommends City Council approve the purchase of the eight police vehicles from Theodore Robins Ford in the amount of \$192,551.15.

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MARC R. PUCKETT  
Director of Finance

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DEBBIE CASPER, C.P.M., CPPB  
Purchasing Supervisor

Distribution:     Police Chief  
                      Public Services Director  
                      Deputy City Clerk

Attachment:     [Bid Tabulation](#)