

**Council Meeting: December 17, 2013****SUBJECT: Award of Contract for Five Service Trucks (F14-33)****BACKGROUND**

Approval is requested to award a contract to Towne Ford Sales of Redwood City in the amount of \$112,576 for five service trucks for use by the Departments of Public Works and Environmental Services for materials transportation and maintenance and repair services.

CEQA REVIEW

N/A

DISCUSSION

The service trucks will replace vehicles, ten to twelve years old, which are scheduled for replacement during FY 2013/2014. Economical operation of the City's fleet requires that vehicles and equipment be replaced before operating costs become excessive. The existing vehicles are considered safe, but their age, mileage, and breakdown records make replacement appropriate at this time.

Bid specifications for eight service trucks were prepared by Department of Public Works Fleet Maintenance and Purchasing staff. Invitation for Bids (IFB) No. F14-33 was broadcast to potential suppliers through the Onvia DemandStar public procurement network. Sealed bids were received and publicly opened on November 27, 2013. Three responsive bids were received, as shown in Attachment A, Bid Tabulation.

These types of bids are customarily structured in such a way that contracts can be awarded to a single low bidder for the entire procurement or to multiple bidders by low-bid line item. Staff has determined that awarding contracts on a line-item basis allows the City to purchase vehicles that meet City specifications in the most cost-effective manner. Staff therefore recommends that Council award a contract to Towne Ford Sales for five of the eight vehicles bid in the amount of \$112,576 (Items 2, 3, 6, and 7 from Attachment A). A separate contract will be awarded under the City Manager's award authority to Frontier Ford in the amount of \$98,665 for the three remaining vehicles (Items 1, 4, and 5B from Attachment A). Although Towne Ford Sales was the apparent low bidder for Item 1, the unit offered did not meet specifications and will therefore be awarded to Frontier Ford, the lowest responsive and responsible bidder for that vehicle.

FISCAL IMPACT

Total cost to the City will be \$211,241 for eight service trucks, including tire fees, sales tax and delivery to the Corporation Yard. Budgeted funds are available in Fleet Equipment Replacement Account 020700.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's Web site.

RECOMMENDATION

It is recommended that Council award a contract in the amount of \$112,576, in substantially the same form as the attached draft purchase order, to Towne Ford Sales for five service trucks.

Reviewed by:

Grace K. Leung, Director of Finance
Prepared by: Pete Gonda, Purchasing Officer

Reviewed by:

Kent Steffens, Director of Public Works

Approved by:

Gary M. Luebbers
City Manager

Attachments

- A. Bid Tabulation
- B. Draft Purchase Order

ATTACHMENT A

**City of Sunnyvale, California
IFB No. F14-33
Eight (8) Service Trucks
Bid Tabulation**

<i>Bidder</i>		Frontier Ford		Towne Ford Sales		Albany Ford		
<i>Address</i>		3701 Stevens Creek Blvd		1601 El Camino Real		718 San Pablo Ave		
		Santa Clara, CA 95051-7396		Redwood City, CA 94063		Albany, CA 94706		
<i>Contact</i>		Virginia Harper		Frank Ginotti		Dan Durigan		
<i>Item</i>	<i>Pricing</i>	<i>Qty</i>	<i>Unit Cost</i>	<i>Amount</i>	<i>Unit Cost</i>	<i>Amount</i>	<i>Unit Cost</i>	<i>Amount</i>
1	3/4 ton extended cab/chassis with Knapheide body	1	29,645.00	29,645.00	27,750.00	27,750.00	29,748.00	29,748.00
	Make/Model/Year		2014 Ford X2A		2014 Ford F250		2014 Ford F250	
2	1/2 ton regular cab pickup	2	16,472.50	32,945.00	16,420.00	32,840.00	16,589.53	33,179.06
	Make/Model/Year		2014 Ford F1C		2014 Ford F150		2014 Ford F150	
3	1 ton crew cab with service body	1	33,345.00	33,345.00	32,650.00	32,650.00	33,236.00	33,236.00
	Make/Model/Year		2014 Ford U3G		2014 Ford F350		2014 Ford F350	
4	1-1/2 ton regular cab/chassis w/flatbed	1	34,081.00	34,081.00	34,550.00	34,550.00	34,351.00	34,351.00
	Make/Model/Year		2014 Ford F4G		2014 Ford F450		2014 Ford F450	
5A	1 ton extended cab/chassis with new body	1	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
	Make/Model/Year							
5B	1 ton extended cab/chassis with refurbished body	1	26,945.00	26,945.00	No Bid	No Bid	28,694.76	28,694.76
	Make/Model/Year		2014 F3G				2014 Ford F350	
6	Cargo van	1	17,045.00	17,045.00	16,755.00	16,755.00	16,924.53	16,924.53
	Make/Model/Year		2014 Ford E1E		2014 Ford E150 Van		2014 Ford E150	
7	Cargo minivan	1	21,285.00	21,285.00	21,225.00	21,225.00	21,303.12	21,303.12
	Make/Model/Year		2014 Ford S7E		2014 Transit Connect		2014 Ford Transit	
	Subtotal with Option 5A							
	Sales Tax							
	Total with Option 5A					Neither 5A nor 5B		
	Subtotal with Option 5B			195,291.00		165,770.00		197,436.47
	Sales Tax			17,087.96		14,504.88		17,275.69
8	Tire Fee/Qty		44 @ \$1.75	77.00	40 @ \$1.75	70.00	39 @ \$1.75	68.25
	Total with Option 5B			212,378.96		180,344.88		214,780.41
							E-Reg Fee	232.00
							Revised Total	215,012.41
	Prompt Payment Terms			Net 30 days		Net 15 days		Net 30 days
	Delivery			120-200 days		90-180 days		90-150 days



ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
2	Sales tax @ 8.75%	9053.63	DLR	\$1.0000	\$9,053.63
3	Tire fee	52.50	DLR	\$1.0000	\$52.50

TOTAL					\$112,576.13
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Document Terms:

Invoices must be sent directly to Accounts Payable by mail to the address above or by e-mail to accountspayable@sunnyvale.ca.gov and must reference the purchase order number. Failure to comply will result in a delay in payment processing.

This purchase order is subject to the City of Sunnyvale Standard Terms and Conditions for the Purchase of Goods, dated 10/8/2010, a copy of which is attached and incorporated by reference (Form #TCPO-G).

BUYER:

Dietz, Noel

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