

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: ZAC BRAND, FLEET SUPERINTENDENT, TRANSPORTATION  
AND PUBLIC WORKS DEPARTMENT  
ALAN ALTON, INTERIM CHIEF FINANCIAL OFFICER  
FINANCE DEPARTMENT  
BRANDALYN TRAMEL, PURCHASING AGENT, FINANCE  
DEPARTMENT  
SUBJECT: BID AWARD - PURCHASE ORDER FOR 2020 FORD F-350  
EXTENDED CABS & CHASSIS WITH 9FT UTILITY BODY

AGENDA ACTION: RESOLUTION

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RECOMMENDATION

It is recommended by the Transportation and Public Works and Finance Departments, that the Council, by resolution, approve a purchase order for three (3) 2020 Ford F-350 Extended Cabs & Chassis with 9FT Utility Body (for Water Department) to Napa Ford-Lincoln, Napa, California, in an amount not to exceed \$137,830.46.

EXECUTIVE SUMMARY

The Transportation and Public Works and Finance Departments submitted a request to Purchasing for the purchase of three (3) 2020 or Newer Class 3 2WD Extended Cab and Chassis with 9FT Utility Body.

BACKGROUND

Under the City's guidelines for replacement of fleet vehicles, the Transportation and Public Works Department (TPW) Fleet Maintenance Division selects a vehicle for replacement when it has reached the end of its cost-effective life cycle. These vehicles have met the replacement criteria using a point system, an industry Standard to predict when best to sell a vehicle. Repair costs, age, and mileage are considered in the point calculation performed by our Faster Fleet software system.

This purchase will replace the following City vehicles below:

- 12306 – 137,062 Miles, Utilities Field Operations, Water Quality
- 14402 – 222,188 Miles, Utilities Field Operations, Inflow Flow Monitoring
- 14510 – 65,642 Miles, Utilities Field Operations, Collection System Maintenance

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WITH 9FT UTILITY BODY  
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PRIOR CITY COUNCIL REVIEW

Not applicable

ANALYSIS

On April 30, 2020, Invitation for Bids (IFB) 20-46 was opened by Purchasing. Of the one hundred and ninety-two (192) vendors notified, nine (9) prospective bidders downloaded the documents for this solicitation. Three (3) bid responses were received with only one (1) responsive and responsible bid from Napa Ford-Lincoln, Napa CA.

FISCAL IMPACT

Funds for replacement vehicles are budgeted in Fiscal Year 2019-20 under the Transportation and Public Works Fleet Vehicle Replacement account 300106, as approved by Council.

ENVIRONMENTAL IMPACT

This project is exempt from the California Environmental Quality Act (CEQA) in that it qualifies for a Class 1 exemption, Existing Facilities, pursuant to CEQA Guidelines Section 15301. Specifically, the proposed action would result in the purchase of replacement vehicles, allowing the continued operation of existing public facilities involving negligible or no expansion of use.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable

NOTIFICATION

Not applicable

ATTACHMENTS

- Resolution

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