

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: ZAC BRAND, FLEET SUPERINTENDENT  
TRANSPORTATION AND PUBLIC WORKS  
BRANDALYN TRAMEL, PURCHASING AGENT  
FINANCE DEPARTMENT  
AUTHOR'S ZAC BRAND, FLEET SUPERINTENDENT AND  
JENNIFER MYLES, SENIOR BUYER  
SUBJECT: WAIVER OF BID AND APPROVAL AND ISSUANCE OF A  
PURCHASE ORDER FOR TWO FORD F-150 POLICE  
RESPONDER VEHICLES TO HANSEL FORD, SANTA ROSA,  
CALIFORNIA

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: 1) waive competitive bidding pursuant to Section 3-08-100(D); and 2) approve the purchase of two 2023 or newer model year Ford F150 Police Responder Vehicles to Hansel Ford, Santa Rosa, California for \$55,462.12 each, for a total not to exceed \$110,924.24. These vehicles are allocated as replacements for existing Police patrol vehicles.

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EXECUTIVE SUMMARY

Purchasing received a purchase requisition with specifications and a waiver of competitive bid from TPW for issuance of a purchase order to procure 2 Ford F-150 Police Responders.

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 15 point replacement program, 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. Santa Rosa Police Department (SRPD) has interest in deploying an alternative vehicle

to the current standard Police Interceptor SUV that can be used in regular service and provide additional features such as larger cabin space, external cargo space, greater towing capacity, and some off road capability. Ford Motor Company introduced the F-150 Police Responder beginning in model year 2022, which became the first pursuit rated pickup truck available and met the cumulative interest of SRPD. To date, this model is still the only available pursuit rated Class 2B 4 door pickup truck.

Fleet Management and SRPD developed a plan to deploy two of these vehicles into the fleet as replacements for the standard Ford Interceptor SUV's. Procuring two (2) of these vehicles provides a larger cross section of deployment opportunities to evaluate the performance and it's intended application. This purchase will be supported by approved budget in the Fleet Replacement GL 300106 and have no direct impact to General Fund.

The City of Santa Rosa's first opportunity to solicit for the new model Police Responder came on July 22, 2022, when Ford Motor Company started providing pricing and accepting orders. Fleet had previously received an approved Waiver of Competitive Bidding to solicit specifically for this model. The only local vendor able to provide pricing is Hansel Ford. Fleet Management developed a vehicle specification, and submitted the specification to Hansel Ford, who, in turn, provided pricing which included a \$3,000 Government discount for each vehicle.

Fleet Services discovered that Ford Motor Company issued an order cutoff date for these vehicles beginning August 12, 2022. This is an unprecedented short timeframe (16 working days) to submit vehicle orders for this model, which does not provide enough time for the City Purchasing Department to perform a solicitation, or to schedule an Agenda Consent Item for City Council approval. Fleet Services and Purchasing gained approval from the City Manager on August 6, 2022, to issue a purchase order to Hansel Ford for the selected vehicles with the agreement to gain City Council Award Approval retroactively. In the event that City Council does not approve this Award, this Purchase Order will be cancelled.

The local vendor, Hansel Ford, has previously accepted the City of Santa Rosa Terms and Conditions and agrees to the City's standard Terms and Conditions here.

#### PRIOR CITY COUNCIL REVIEW

Not applicable.

#### ANALYSIS

The Purchasing Agent, and Senior Buyer with the assistance of Fleet underwent research to determine the opportunity to undertake a lowest response bid award for the desired specification within the current market. In that research, it was determined that

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all manufacturers other than Ford, do not have vehicle availability, applicability, dealer support, or a release date, that is within reach of a valid solicitation. Hansel Ford is the only local vendor capable of accepting orders for the desired specification.

Santa Rosa City Code Section 3-08.100(D) allows for a waiver of competitive purchases if limitations on the source of supply, necessary restrictions in specifications, necessary standardization, quality considerations, or other valid reasons for waiving competition appears, then purchases may be made without recourse to the competitive bidding provisions of this chapter.

Under Section 3-08.100(D), the approval of the waiver of competitive bidding must be approved at the same level of authority as set form in Section 3-08.110 of the City Code. Council is the award authority for a purchase with a not to exceed amount over \$100,000 and must approve the waiver of competitive bidding.

After an extensive outreach effort to all vehicle manufactures to fully understand the ability to solicit with competition, it was determined that Hansel Ford is the only local, as defined by City Code, vendor of a manufacturer currently capable of providing pricing, availability, and support of Pursuit Rated, Class 2b 4 door pickup truck. As Council has for years has expressed the interest, when possible, to utilize local vendors, this is an excellent opportunity. After determining that no other vehicle dealers are able to bid this request due to production timelines, and in lieu of bidding the Ford product nationally City has opted to waive bidding and issue award to the only local dealer, as defined by City Code 3-08.130 (I) after analysis of pricing was deemed responsible as it was compared to nationally awarded cooperative contracts.

On August 8, 2022, a City Manager memo was approved the Waiver of Competitive bid in order to hold the vehicles pending a City Council approval to issue a Purchase Order.

Based on the pricing the City obtained from Hansel Ford, and the limited availability of the required vehicle, TPW and the Purchasing staff consider it advantageous to the City to waive the competitive purchase process as allowed in City Code 3-08.100 (D) and issue a purchase order to Hansel Ford. Upon approval by Council, a purchase order will be issued using the City's standard Terms and Conditions for the vehicles described above and within the quote attached (quoted amount of \$50,685 per vehicle is pre-tax), in an amount not-to-exceed \$110,924.24.

### FISCAL IMPACT

Funds for this operational expense have been allocated in the FY 2022/23 budget under the TPW Key 300106-5584. All expenses to this key are distributed to End User Departments approved Object Code 5336 budget through the Fleet billing process. There is no direct fiscal impact to the General Fund.

ENVIRONMENTAL IMPACT

The proposed action is exempt from the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15061(b)(3) and 15378 in that there is no possibility that the implementation of this action may have significant effects on the environment, and no further environmental review is required.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution / Exhibit A – Hansel Ford Pricing

CONTACT

Zac Brand, [zbrand@srcity.org](mailto:zbrand@srcity.org) 707-543-3717  
Brandalyn Tramel, [btramel@srcity.org](mailto:btramel@srcity.org) 707-543-3706