

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: DEBORAH LAUCHNER, CHIEF FINANCIAL OFFICER
FINANCE DEPARTMENT
ZAC BRAND, FLEET SUPERINTENDENT, TRANSPORTATION &
PUBLIC WORKS DEPARTMENT
JENNIFER MYLES, SENIOR BUYER, FINANCE DEPARTMENT
SUBJECT: APPROPRIATION OF FUNDS AND AWARD OF SOLE
MANUFACTURER PURCHASE ORDER FOR 2017 FORD
POLICE INTERCEPTOR UTILITY SUV'S

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Finance, Transportation & Public Works, and Police Departments, that the Council, by resolution, (1) appropriate an amount not to exceed \$98,613.43 from the General Fund unassigned fund balance; and (2) approve a sole manufacturer award and issuance of a purchase order for three 2017 Ford Police Interceptor Utility SUV's to Wondries Fleet Group, Alhambra, CA, in the total amount not to exceed \$98,613.43.

EXECUTIVE SUMMARY

With the impending annexation of the Roseland area, the Police Department has a need for patrol vehicles. The order period for these specialty vehicles is typically from October through March and the vendor needs about 6 months to fulfill the order. Since annexation is expected to happen at the end of 2017 or early 2018, we will not have sufficient time to get the necessary vehicles in place if we miss the current order period. The Transportation & Public Works and Police Departments are requesting a sole manufacturer purchase for three (3) additional Police Department vehicles.

BACKGROUND

On March 15, 2017, the Purchasing Division issued an Invitation for Bid (IFB 17-18) for three additional Police Department vehicles to address department needs upon annexation of the Roseland area. Due to the length of time required to fill the order for these specialty vehicles, the Finance Department is recommending we appropriate funds and fulfill this need in advance. Staff expects to include some additional advance needs for this annexation in the proposed Fiscal Year (FY) 2017-18 budget. In addition, staff

intends to come back to Council after adoption of the FY 2017-18 budget in June with a separate report that will provide Council an update on the annexation process and amend the budget to include the expected revenue and the balance of the expenditure needs related to additional operational needs resulting from adding the Roseland area into the City's territory.

The City's current fleet of police vehicles consists Ford Interceptor SUVs. Purchasing the same manufacture model of police sedan maintains fleet uniformity, provides operational efficiencies by eliminating the need to keep inventories of spare parts and specialized police vehicle equipment for multiple models, and simplifies maintenance and technician training. This type vehicle provides a larger and more efficient work space for staff as they patrol the City. The Chevrolet Caprice and Dodge Charger were previously purchased to provide a comparison on performance needs and operational costs against the Ford models. The results of the evaluation concluded that the vehicles were smaller in size, driver seating area were uncomfortable, limited visibility to rear and side windows, and the weight capacity and access to storage areas was not suitable. For these reasons, staff is recommending the Council approve use of a sole manufacturer for this purchase.

PRIOR CITY COUNCIL REVIEW

Not Applicable

ANALYSIS

Of the one hundred and twenty-six vendors notified of this solicitation, two responses were received, and were considered responsive and responsible to the bid requirements. A tabulation of the responsive and responsible bids received is listed below:

Vendor	Bid Amount
Wondries Fleet Group Alhambra, CA	\$98,613.43
Towne Ford Sales Redwood City, CA	\$100,924.07
Hansel Ford Santa Rosa, CA	\$104,766.69 1% Local Preference Applied \$103,769.65

Staff requests consideration for a sole manufacturer award of the 2017 Ford Police Interceptor Utility SUV as the only manufacturer that meets the specification criteria required for use by the Santa Rosa Police Department.

FISCAL IMPACT

Funds for this purchase are not included in the FY 2016-17 budget. Approval of this

action will appropriate \$98,613.43 from the General Fund unassigned fund balance. Per the pre-annexation agreement, upon annexation, the City will receive \$98,613.43 from the County as part of the annexation start-up costs to cover this expenditure. Upon receipt of the funding from the County, \$98,613.43 will be returned to the General Fund unassigned fund balance.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable

NOTIFICATION

Not applicable

ATTACHMENTS

Resolution

CONTACT

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