

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: JEREMY GUNDY, DEPUTY DIRECTOR – FIELD SERVICES,
TRANSPORTATION AND PUBLIC WORKS
SUBJECT: BID AWARD APPROVAL AND ISSUANCE OF A PURCHASE
ORDER FOR THE PURCHASE AND INSTALLATION OF
VARIOUS UTILITY BODIES

AGENDA ACTION: MOTION

RECOMMENDATION

The Transportation and Public Works and Finance Departments recommend that the Council, by motion, approve the issuance of a Purchase Order for the purchase and installation of various utility bodies for existing cab and chassis from Enoven Truck Body and Equipment of West Sacramento, California, for a total not to exceed amount of \$209,376.20 and authorize the Purchasing Agent to execute the Purchase Order. This item has no impact on current fiscal year budget.

EXECUTIVE SUMMARY

The Transportation and Public Works Department (TPW) requires the purchase and installation of various utility bodies for existing cab and chassis. The Purchasing Division of the Finance Department issued Invitation for Bids (IFB) 25-78 for this purchase on October 13, 2025.

GOAL

This item is a core service, providing required replacement vehicles for various end users, consolidating standard specifications into a single solicitation.

BACKGROUND/PRIOR COUNCIL REVIEW

Fleet Services has nine (9) Ford F-350 Superduty Cab and Chassis as Replacement vehicles for various end users. Each of these Cab and Chassis requires a truck body to complete the vehicle. Once completed, each vehicle will replace an existing vehicle due for replacement based on the Faster Fleet 15-point Replacement system.

ANALYSIS

BID AWARD APPROVAL AND ISSUANCE OF A PURCHASE ORDER FOR
THE PURCHASE AND INSTALLATION OF VARIOUS UTILITY BODIES
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Purchasing received purchasing request R170241 for the purchase and installation of various utility bodies to be installed on existing cab and chassis owned by Transportation and Public Works.

- On November 5, 2025, IFB 25-78 was opened by the Buyer.
- Of the twenty-eight (28) prospective bidders, four (4) responses were received, and two (2) were deemed responsive.
- Enoven Truck Body and Equipment was identified as the lowest responsive bidder.

FISCAL IMPACT

This item has no impact on FY 2025-2026 budget. Current budgets within Equipment Replacement Fund 1715 will meet the requirement for appropriations as previously approved by Council.

ENVIRONMENTAL IMPACT

Pursuant to CEQA Guidelines Section 15378, the recommended action is not a "project" subject to the California Environmental Quality Act (CEQA) because it does not have a potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. In the alternative, the recommended action is exempt from CEQA pursuant to CEQA Guidelines section 15061(b)(3) because it can be seen with certainty that there is no possibility that the recommended action may have a significant effect on the environment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

Not applicable.

PRESENTER(S)

Zac Brand, Fleet Superintendent, Transportation and Public Works
Jennifer Myles, Purchasing Agent, Finance