

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: JEREMY GUNDY, DEPUTY DIRECTOR FIELD SERVICES,
TRANSPORTATION AND PUBLIC WORKS DEPARTMENT
SUBJECT: APPROVAL AND ISSUANCE OF A PURCHASE ORDER FOR
THE PURCHASE OF TOYOTA TACOMA SR PICKUPS UTILIZING
THE PRICING FROM CALIFORNIA STATEWIDE FLEET
VEHICLE CONTRACT

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Fleet Maintenance Division of the Transportation and Public Works Department that the Council, by resolution, approve the use of the pricing from California Department of General Services Statewide Fleet Vehicle Contract 1-22-23-20C and issue a Purchase Order to purchase ten (10) Toyota Tacoma SR pickups for an amount not to exceed \$383,209.20 to Cappo Management XXXIV, Inc. dba Freeway Toyota of Hanford, California. This purchase will replace existing vehicles used in Santa Rosa Water that have met fleet replacement requirements.

EXECUTIVE SUMMARY

California Department of General Services Statewide Vehicle Contracts are made available to local government agencies and under Santa Rosa City Code Section 3-08.160 the City may utilize purchasing agreements made by the State, County, or other Public Agencies. This Purchase Order will provide replacement vehicles for ten (10) existing units used in Santa Rosa Water. The selected vehicles have met or exceeded the 15-point requirement of the Faster Fleet Replacement Program used by the Transportation and Public Works Fleet Division. This purchase will also standardize the compact pickup requirement in Santa Rosa Water.

BACKGROUND

California Department of General Services Statewide Vehicle Contracts (California Statewide Fleet Vehicle Contracts) are made available to Local Government Agencies to take advantage of the negotiated pricing and specifications. Utilizing the California Statewide Vehicle Contracts reduces City of Santa Rosa staff costs by eliminating the need to perform a bid solicitation and create vehicle specifications.

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PAGE 2 OF 3

The City of Santa Rosa Fleet Division uses the Faster Fleet 15 Point Replacement system to identify the best time to replace vehicles based on age, utilization, and maintenance costs.

The vendor, Cappo Management XXXIV Inc., agrees to accept the City of Santa Rosa Standard Terms and Conditions.

Vehicles eligible for replacement:

Asset ID	Vehicle Description	LTD Maintenance Cost
18603	2006 Chevrolet G3500	\$42,244
10714	2007 Chevrolet Colorado	\$32,945
10918	1999 GMC Sonoma	\$33,904
13609	2016 Chevrolet Colorado	\$21,406
13610	2016 Chevrolet Colorado	\$24,356
13827	2018 Chevrolet Colorado	\$27,252
10227	2011 Ford Ranger	\$16,934
10601	2016 Chevrolet Colorado	\$30,921
10602	2016 Chevrolet Colorado	\$40,529
10901	2019 Ford Ranger	\$18,891

PRIOR CITY COUNCIL REVIEW

Not applicable.

ANALYSIS

The California Statewide Fleet Vehicle Contracts provide fixed pricing and specifications on various fleet vehicles.

Santa Rosa City Code Section 3-08.160 permits utilizing purchasing agreements maintained by the State, County, or other Public Agencies when advantageous to the City. The State of California's procurement process includes research, specifications preparation, pre-bid and preproposal conferences, legal notice posting and advertising, bid/proposal review, and contract execution available at a State level. Additional benefits to utilizing a negotiated purchase agreement include an expedited procurement process, professional staff assistance, research and development of technical specifications, and contract management services provided by State of California staff.

Based on the pricing obtained through the California Statewide Fleet Vehicle Contract and the ability to forgo the internal bid solicitation process, City staff considers it advantageous for the City to utilize the California Statewide Fleet Contract. Upon approval, a Purchase Order will be issued using the City's Standard Purchase Order Terms and Conditions.

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PAGE 3 OF 3

Under the City's Purchasing Policy, City Code 3-08.-110(A) Authority, this request requires approval by the Council.

FISCAL IMPACT

Funds for this Purchase Order are budgeted in the Internal Service Fund 1715 (Replacement), and then vehicle replacement costs are distributed to individual operating budgets through the Fleet Management system. The individual Enterprise operating budgets within Santa Rosa Water are appropriated for ongoing replacement costs each fiscal year.

ENVIRONMENTAL IMPACT

Pursuant to CEQA Guidelines Section 15378, the proposed 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 proposed 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 project may have a significant effect on the environment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Attachment 1 – California Statewide Fleet Vehicle Contract User Instructions
- Attachment 2 - California Statewide Fleet Vehicle Contract Pricing
- Attachment 3 - California Statewide Fleet Vehicle Contract Bid Specification
- Attachment 4 - Vendor Pricing
- Resolution

PRESENTER

Zac Brand—Fleet Superintendent