



# City of Rialto

## Legislation Text

File #: CC-19-958, Version: 1

For City Council Meeting [October 22, 2019]

TO: Honorable Mayor and City Council

APPROVAL: Rod Foster, City Administrator

FROM: Sean Grayson, Acting Public Works Director

Request City Council to Authorize a Purchase Order to Fairview Ford in the amount of \$304,554.39 for Nine (9) vehicles; including Two (2) 2020 Ford Explorer Vehicles, Three (3) 2019 Ford F150's and Four (4) 2019 F250 Service Body Trucks.

**(ACTION)**

**BACKGROUND:**

On June 25, 2019, City Council approved the annual operating budget which included the purchase of nine (9) vehicles. The Fleet Maintenance Division was tasked with performing a detailed maintenance assessment and vehicle analysis for the Public Works Department. This resulted in the identification of vehicles which most qualify for replacement within the Public Works fleet.

Multiple factors were taken into consideration as part of the analysis such as; age, maintenance cost, maintenance down time and vehicle function/purpose. The selected vehicles for replacement are listed below as the most cost effective vehicle replacement candidates based upon industry standards, vehicle condition and current maintenance cost. Vehicle assessment information regarding the City's existing vehicles is included as **Attachment 1**. The vehicle scheduled for replacement/ reassignment are listed in the chart below.

Department	Division	Unit #	Year	Make	Model	Replacement	Action
PUBLIC WORKS	PARK MAINT.	A044	2004	FORD	F150 P.U	F250 Service Body	Surplus
PUBLIC WORKS	PARK MAINT.	A048	2008	FORD	RANGER	F150	Reassign
PUBLIC WORKS	ENGINEERING	E012	2005	CHEVROLET	S-10 BLAZER	F150	Surplus
PUBLIC WORKS	ENGINEERING	E014	2005	FORD	CROWN VIC	Explorer	Surplus
PUBLIC WORKS	ENGINEERING	E022	2001	CHEVROLET	1500 P.U.	F150	Surplus
CITY ADMIN	COUNCIL CAR	H019	2008	FORD	ESCAPE HYBRID	Explorer	Reassign
PUBLIC WORKS	BUILDING MAINT.	J023	1990	CHEVROLET	2500 P.U.	F250 Service Body	Surplus
PUBLIC WORKS	BUILDING MAINT.	J024	2005	FORD	F150 XTRA -CAB	F250 Service Body	Surplus
PUBLIC WORKS	STREET MAINT.	M064	2008	FORD	F150 XTRA -CAB	F250 Service Body	Reassign

The reassignment of vehicles will be as follows:

- A048 - reassigned to Fleet as a car pool vehicle
- H019 - reassigned to the Engineering Department
- M064 - reassigned to the Traffic Safety Department as a traffic control vehicle

Units A044, E012, E014, E022, J023 and J024 will be retired from service and surplus. Specifications for the replacement vehicles are listed on page six and seven (6-7) of the RFB# 20-

011, which is included as **Attachment 2**.

**ANALYSIS/DISCUSSION:**

On August 6, 2019, the Procurement Division released Request for Bid (RFB) #20-011, closing on September 12, 2019. Two Hundred Ninety-Seven (297) vendors were formally solicited for bids with two (2) bidders responding; Fritts Ford of Riverside, CA and Fairview Ford of San Bernardino, CA. Fairview Ford had the apparent low bid of \$304,554.39. The bid abstract is included as **Attachment 3**.

Staff recommends awarding the vehicle purchase to Fairview Ford of San Bernardino, CA based on the lowest responsible bidder. It is expected to take 90-120 days for delivery. The Fairview Ford Disclosure Form is included as **Attachment 4**.

**ENVIRONMENTAL IMPACT:**

Pursuant to Section 15378 of the California Environmental Quality Act, the proposed request is not a project. A 'Project' means the whole of an action, 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. A project does not include the creation of government funding mechanisms or other government fiscal activities that do not involve any commitment to any specific project, which may result in a potentially significant physical impact on the environment or Organizational, or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

**GENERAL PLAN CONSISTENCY:**

This action is consistent with Guiding Principle 3A in the General Plan:

*Our City government will lead by example, and will operate in an open, transparent, and responsive manner that meets the needs of the citizens and is a good place to do business*

**LEGAL REVIEW:**

The City Attorney has reviewed and supports this staff report.

**FINANCIAL IMPACT:**

Operating Budget Impact

The maintenance costs are allocated within the Fleet Maintenance Divisions annual budget.

Capital Improvement Budget Impact

Budget is available in the Rolling Stock Equipment Funds as shown in chart below:

Department	Account No.	Budget	Description
City Admin	300-500-1148-3050	\$31,375.40	(1) Ford Explorer
Engineering	300-500-7265-3050	\$82,000.00	(2) F150 (1) Explorer
Building Maint.	300-500-7302-3050	\$45,000.00	(1) F250 Service Body
Parks Maint.	300-500-7304-3050	\$310,000.00	(2) F250 Service Body (1) F150
Street Maint.	300-500-7305-3050	\$375,000.00	(1) F250 Service Body

Licensing

No Business License tax is required with this action.

**RECOMMENDATION:**

Staff recommends that the City Council to Authorize a Purchase Order to Fairview Ford in the amount of \$304,554.39 for Nine (9) vehicles; including Two (2) 2020 Ford Explorer Vehicles, Three (3) 2019 Ford F150's and Four (4) 2019 F250 Service Body Trucks.