



TO THE HONORABLE MAYOR AND COUNCIL:

DATE: September 30, 2014

SUBJECT: AWARD OF CONTRACT TO FUTURE FORD IN THE AMOUNT OF \$81,024.03 FOR RFB #2296, THREE 2015 FORD UTILITY POLICE INTERCEPTORS (FUNDING FROM THE ANNUAL VEHICLE REPLACEMENT FUND)

Report in Brief

Bids were opened on Thursday, September 4, 2014, at 10 a.m. for Request for Bid (RFB) #2296 to purchase three new 2015 Ford Utility Police Interceptors. Future Ford, having satisfactory references, was selected by staff as the lowest responsible bidder.

Staff recommends that City Council select Future Ford as the lowest responsive bidder and award the purchase of three new 2015 Ford Utility Police Interceptors (RFB #2296) in the amount of \$81,024.03.

Background

Replacement of worn-out vehicles is an on-going effort to sustain fleet reliability and maintainability. Replacing vehicles at the end of their useful life saves the City money, reduces vehicle out-of-commission time, and helps ensure safety. Vehicles being replaced are no longer economically maintainable.

Each vehicle is budgeted to be replaced after 6-10 years of use depending on the type of vehicle and how the vehicle is employed. The City's adopted budget assumes the purchase of 42 vehicles in the Fiscal Year 2014/15 annual vehicle replacement program.

The bid opening for RFB # 2296 was held at 10 a.m. on Thursday, September 4, 2014. Three bids were received as described on the Review Memo (Attachment A).

Discussion

On August 22, 2014, thirteen potential bidders, including one local vendor, were directly solicited and the Notice to Bid was published on the City's website. The bid was available to hundreds of potential vendors through the Public Purchase System (<http://www.publicpurchase.com>) and it was posted on the glass window board outside of the Finance Building and sent to the Concord Chamber of Commerce. No questions were received from potential bidders. No addenda were issued to RFB #2296. At 10 a.m. on Thursday, September 4, 2014, six submittals, including one from a local vendor, were opened by the City Clerk's office. The bid tabulation is attached (Attachment B).

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FOR RFB #2296, THREE 2015 FORD UTILITY POLICE INTERCEPTORS**

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As a local vendor, Future Ford is qualified for the 5% bidder preference on the first \$100,000 allowed under City of Concord Policy 142 adopted by Council on June 2, 1992. In this solicitation, the Future Ford bid of \$81,024.03 was evaluated at \$76,972.83 using the local vendor preference (Attachment A). Local vendor preference made Future Ford the low bidder.

Future Ford has successfully met the City's expectations and their agreed commitments as measured through past performance. Staff recommends that Future Ford be selected as the lowest bidder.

Fiscal Impact

The replacement of these vehicles is included in the City Council approved Fiscal Year 2014/15 Annual Vehicle Replacement Program.

Public Contact

The Notice to Bid was sent directly to thirteen potential vendors on August 22, 2014. Hundreds of additional potential vendors were solicited to submit their bids through the Public Purchase System. The Notice to Bid was published on the City's website and posted on the glass window board outside of the Finance Building and sent to the Concord Chamber of Commerce.

Recommendation for Action

Staff recommends that City Council select Future Ford as the lowest responsive bidder and award the purchase of three new 2015 Ford Utility Police Interceptors (RFB #2296) in the amount of \$81,024.03.

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Attachment A - RFB#2286 – 2015 Ford Utility Police Interceptors Review Memo
Attachment B - RFB#2286 – 2015 Ford Utility Police Interceptors BIDSHEET



PURCHASING DEPARTMENT – FINANCE * CITY OF CONCORD (COC)
 1950 Parkside Drive, MS/07 * (925)671-3178 / (925)676-2290 FAX

INTEROFFICE MEMORANDUM

To: Jeff Roubal, Fleet Manager

From: Debbie Wellnitz, Purchasing Manager

Subject: Review Memo for Request For Bid (RFB)#2296 – 2015 Ford Utility Police Interceptors (3 vehicles)

Date: September 4, 2014

This correspondence is to advise you that I have completed the administrative review for the above RFB and the apparent lowest, responsive, and responsible bidder is **Future Ford of Concord, CA**.

The City issued a 'Request For Bid' notice in accordance with the COC Procurement Policy on August 6, 2014. Thirteen (13) potential bidders were solicited, the Notice to Bid was published on the City's website via Public Purchase System (which includes over hundreds of registered vendors), posted in the glass box outside of the Finance building, and sent to the Concord Chamber of Commerce. Six (6) companies submitted a bid by the deadline of 10:00 AM on **September 4, 2014**.

The following table is the results from the bid opening (alphabetically):

	Company, Location	Bid Amount (Total for 3 vehicles)	Local Preference (5%)
1	Future Ford of Concord (Concord, CA)	\$81,024.03 (\$76,972.83 with 5% local preference)	Yes
2	Hansel Ford Lincoln Mercury (Santa Rosa, CA)	\$81,450.00	No
3	Razzari Ford (Merced, CA)	\$81,300.00	No
4	Serramonte Ford (Coma, CA)	\$80,172.03	No
5	Towne Ford (Redwood City, CA)	\$80,475.00	No
6	Wondries Fleet Group (Alhambra, CA)	\$84,078.00	No

The bid tabulation is typically posted on the website shortly after the bid opening. I have reviewed each bid submittal for completeness and correct amount calculations. Minor informalities shall be rectified with the

bidder(s).

The bid tabulation and a copy of each submittal are attached for your review. The bid submittals are subject to your technical evaluation. Upon your review and decision on the selected bid based on 'best value' for the City, the awarded contractor will be notified for any additional, applicable requirements and documentation including but not limited to a signed contract, current business license, insurance requirements, and bonds. A purchase order shall be issued once all required documents are submitted and council approval awarded (if applicable) and you may inform the awarded contractor with a 'Notice to Proceed' for commencement of work.

Please contact me for any questions and status of your review progress at 925-671-3219 or debbie.wellnitz@cityofconcord.org. Thank you.

Attachment B

City of Concord
Bid Sheet

PROJECT RFB #2296
2015 Ford Utility Police Interceptors (3)

Bid Opening:
Thursday,
September 4, 2014
10:00 am

Garden Conference Room

Engineer's Estimate: \$27,000 each/\$81,000

To be awarded:

COMPANY	TOTAL BID
Serramonte Ford 999 Serramonte Blvd. Coma, CA 94014	\$80,172.03
Towne Ford 1601 El Camino Real Redwood City, CA 94063	\$80,475.00
Future Ford of Concord 2285 Diamond Blvd. Concord, CA 94520	\$81,024.03
Razzari Ford 1234 Auto Center Dr. Merced, CA 95340	\$81,300.00
Hansel Ford Lincoln Mercury 3075 Corby Ave. Santa Rosa, CA 95407	\$81,450.00
Wondries Fleet Group 1247 West Main Street Alhambra, CA 91801	\$84,078.00

Contact: Jeff Roubal x3147