



TO THE HONORABLE MAYOR AND COUNCIL:

DATE: June 24, 2014

SUBJECT: AWARD OF CONTRACT TO FUTURE FORD IN THE AMOUNT OF \$80,849.40 FOR RFB #2286, THREE 2015 FORD UTILITY POLICE INTERCEPTORS

Report in Brief

Bids were opened on Friday, May 23, 2014, at 10:00 am for Request for Bid (RFB) #2286 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 #2286) in the amount of \$80,849.40.

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 2013/14 annual vehicle replacement program.

The bid opening for RFB # 2286 was held at 10:00 am on Friday, May 23, 2014. Three bids were received as described on the Review Memo (Attachment A).

Discussion

On April 30, 2014, eleven 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 #2286. At 10:00 am on Friday, May 23 14, 2014, three 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 #2286, 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 \$80,849.40 was evaluated at \$76,806.93 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 2013/14 Annual Vehicle Replacement Program.

Public Contact

The Notice to Bid was sent directly to eleven potential vendors on April 30, 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 Utility Police Interceptors (RFB #2286) in the amount of \$80,849.40.

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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)#2286 – 2015 Ford Utility Police Interceptor

Date: May 23, 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 Sales in Concord, CA.**

The City issued a 'Request For Bid' notice in accordance with the COC Procurement Policy on April 30, 2014 . Eleven (11) potential bidders were solicited and the Notice to Bid was published on the City's website, Public Purchase System(which includes over hundreds of registered vendors), posted in the Finance Office lobby, and sent to the Concord Chamber of Commerce. Three (3) companies submitted a bid by the deadline of 10:00 AM on May 23, 2014.

The following table is the results from the bid opening with the lowest bid listed first:

	Company, Location	Bid Amount	Local Preference (5%)
1	Future Ford (Concord, CA)	\$76,806.93 (with 5% preference) (Bid Amount - \$80,849.40)	Yes
2	Towne Ford Sales (Redwood City, CA)	\$80,550.00	No
3	Wondries Fleet Group (Alhambra, CA)	\$84,456.00	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 671-3219. Thank you.

**City of Concord
Bid Sheet**

PROJECT B #2286
2015 Ford Utility Police Interceptor

Bid Opening:

**Friday,
May 23, 2014
10:00 a.m.**

City Manager Conference Room

Engineer's Estimate: \$

To be awarded: TBD

COMPANY	TOTAL BID
Towne Ford Sales 1601 El Camino Real Office Redwood City CA 94063	\$80,550.00
Future Ford Concord 2285 Diamond Blvd. Concord CA 94520	\$80,849.40
Wondries Fleet Group 1247 West Main Street Alhambra CA 91801	\$84,456.00

Contact: Debbie Wellnitz x3219