



**TO THE HONORABLE MAYOR AND COUNCIL:**

DATE: March 1, 2016

**SUBJECT: AWARD OF CONTRACT TO FUTURE FORD OF CONCORD IN THE AMOUNT OF \$138,090.90 FOR FIVE 2016 FORD INTERCEPTOR SUV (FUNDING FROM THE ANNUAL VEHICLE REPLACEMENT FUND)**

**Report in Brief**

Bids were opened on Friday, January 22, 2016 at 10:00 a.m. for Request for Bid (RFB) #2341 to purchase five new 2016 Ford Interceptor SUV police vehicles. Future Ford of Concord was selected by staff as the lowest responsible bidder.

Staff recommends that the City Council select Future Ford of Concord as the lowest responsive bidder and award the purchase of five new 2016 Ford Interceptor SUV police vehicles (RFB #2341) in the amount of \$138,090.90.

**Background**

The addition of these vehicles to the City fleet was authorized by the City Council during the Fiscal Year 2015-16 mid-year review in order to re-establish the Special Enforcement Team (SET) in the Police Department Field Operations Division. Resolution 16-9 added funding to purchase these five Ford Utility Police Interceptors and outfit them with specialized equipment.

The specialized equipment that is needed to fully outfit these police vehicles costs approximately \$9,500 per vehicle and includes a police radio, mobile data technology (MDT), emergency lighting, siren, controller, storage lockbox, utility seats, installation, etc.

The bid opening for RFB # 2341 was held at 10:00 a.m. on Friday, January 22, 2016. Five bids were received as described on the Review Memo (Attachment 1).

**Discussion**

On December 18, 2015, the City issued a Request for Bid (RFB) notice in accordance with the City of Concord Procurement Policy. The notice 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. Sixteen vendors known to be interested in past bids were solicited directly. No addenda were issued to RFB #2341.

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ANNUAL VEHICLE REPLACEMENT FUND)**

March 1, 2016

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At 10:00 a.m. on Friday, January 22, five submittals were opened by the City Clerk's office. The bid tabulation is attached (see Attachment 2). Future Ford is a local vendor who qualified for the 5% bidder preference on the first \$100,000 allowed under City of Concord Policy No. 142 *Local Vendor Preference for the Purchase of Supplies, Services, and Equipment*, which was adopted by Council on June 2, 1992. Staff recommends that Future Ford of Concord be selected as the lowest bidder.

**Fiscal Impact**

These vehicles were authorized by the City Council during the Fiscal Year 2015-16 mid-year review in order to re-establish the Special Enforcement Team (SET) in the Police Department Field Operations Division.

Replacement costs for these five new vehicles will be built into the vehicle replacement program.

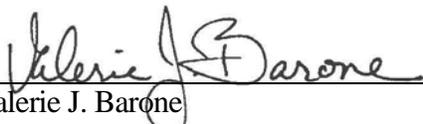
**Public Contact**

The Request for Bid notice was issued in accordance with the City of Concord Procurement Policy. The Notice was published on the City's website via Public Purchase System which includes hundreds of registered vendors, posted in the glass box outside of the Finance building, and sent to the Concord Chamber of Commerce. Sixteen vendors known to be interested in past bids were also solicited directly.

**Recommendation for Action**

Staff recommends that City Council select Future Ford of Concord as the lowest responsive bidder and award the purchase of five new 2016 Ford Interceptor SUV (RFB #2341) in the amount of \$138,090.90.

Prepared by: Jeff Roubal  
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Reviewed by: Justin Ezell  
Director of Public Works  
[Justin.Ezell@cityofconcord.org](mailto:Justin.Ezell@cityofconcord.org)

Attachment 1 - Review Memo for Request for Bid (RFB) #2341

Attachment 2 - Bid Tabulation for Request for Bid (RFB) #2341



**PURCHASING DIVISION – FINANCE DEPARTMENT\* 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) #2341 – Five 2016 Ford Utility Police Interceptors  
**Date:** January 22, 2016

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 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, Concord CA.**

The City issued a 'Request For Bid' notice in accordance with the COC Procurement Policy according to the timeline below.

Bid Timeline		
Date	Time	Activity
December 18, 2015	By 5:00 PM	RFB Issued
January 8, 2016	12:00 PM	Questions to RFB Due
January 15, 2016	4:00 PM	Addendum Issued/Posted on Purchasing Website by City Staff <i>(Addendum may include revisions and/or responses to RFB/ Questions)</i>
<b>January 22, 2016</b>	<b>10:00 AM</b>	<b><u>Bid Due Date</u></b> <b><u>Bid Submittals to &amp; Bid Opening Location:</u></b> Office of City Clerk-Wing A City of Concord Civic Center 1950 Parkside Drive-M/S 03 Concord, California 94519

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, emailed to 16 companies on Solicitation List, and sent to the Concord Chamber of Commerce. **Five (5) companies** submitted a bid by the above deadline.

The following table is the results from the bid opening (lowest bidder first):

*Note: Contract award may be pending further evaluation & council approval if applicable.*

	<b>Bidder's Name</b> <i>(order by lowest bidder-evaluated)</i>	<b>Bid Amount</b> <b>(Total for 5)</b>	<b>Bid</b> with Local Vendor Preference 5% (up to \$100K)
1	<b>Future Ford</b> 2285 Diamond Blvd. Concord, CA 94520	\$138,090.90	\$133,090.90
2	Town Ford Sales 1601 El Camino Real Redwood City, CA 94063	\$135,000.00	n/a
3	Ron DuPratt Ford 1320 North First St. Dixon, CA 95620	\$136,215.90	n/a
4	Hansel Ford Lincoln Mercury 3075 Corby Ave. Santa Rosa, CA 95407	\$140,625.00	n/a
5	Wonderies Fleet Group 1247 West Main Street Alhambra, CA 91801	\$141,030.00	n/a

The bid tabulation is typically posted on the website shortly after the bid opening. I have reviewed each bid submittal for completeness, accuracy, and meeting requirements.

You may have received the copy of the bid submittals. If not, you may obtain the bid tabulation and a copy of each submittal by making a request to the Purchasing Division. The bid submittals are subject to your technical evaluation. If costs do not meet budgetary requirements and/or are far from the Project Manager's cost estimate, the bid may be reissued at the Project Manager's discretion.

Upon your review and decision on the selected bid based on 'best value' for the City, the awarded contractor may 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](mailto:debbie.wellnitz@cityofconcord.org). Thank you.

**City of Concord  
Bid Sheet**

**PROJECT RFB #2341**  
**Five 2016 For Utility Police Interceptors**

**Bid Opening:**  
**Friday,**  
**January 22, 2016**  
**10:00 a.m.**

**City Manager's Conference Room**

Engineer's Estimate: \$33,000 each x 5 =  
\$165,000

To be awarded: TBD

COMPANY	TOTAL BID
Towne Ford 1601 El Camino Real Redwood City, CA 94063	\$135,000.00
Ron DuPratt Ford 1320 North First St. Dixon, CA 95620	\$136,215.90
Future Ford 2285 Diamond Blvd. Concord, CA 94520	\$138,090.90
Hansel Ford Lincoln Mercury 3075 Corby Ave. Santa Rosa, CA 95407	\$140,625.00
Wonderies Fleet Group 1247 West Main street Alhambra, CA 91801	\$141,030.00

**Contact: Jeff Roubal x3147**