



DATE: March 19, 2014

TO: Honorable Mayor and City Councilmembers

FROM: Public Works Department

SUBJECT: **PURCHASE ORDER FOR THREE PICKUP TRUCKS FOR THE ENGINEERING DIVISION**

SYNOPSIS

Staff recommends that the City Council approve a purchase order in an amount not to exceed \$74,766 to Downtown Ford of Sacramento for three Ford F150 pickup trucks for the Engineering Division and authorize the Financial Services Director, or designee, to execute the purchase order.

BACKGROUND

Each budget cycle vehicles that will meet their planned service life in years and/or miles during that budget cycle are planned for replacement. Prior to purchasing a replacement, Fleet and the department using the vehicle(s) determine a) if the vehicle type is still needed, b) is there a cheaper alternative, c) what type of vehicle is required and d) does the vehicle still have any useful life.

After careful review, it was determined that all of the vehicles listed in Exhibit A have reached the end of their service life due to age, mileage, condition and lifetime maintenance cost.

ANALYSIS

Existing bids, sole source or federal/state/city contract bid lists are being used for vehicle purchases and the purchases meet the requirements of City Code Chapter 28A.

Exhibit A lists the vehicles to be replaced this fiscal year, vendor cost, in-house cost to build the vehicle, and total vehicle cost.

FISCAL IMPACT

The Engineering Division is retiring three vehicles. The total cost of the three new vehicles including the in-house cost, is \$86,766 which is fully funded in the Fleet Replacement Fund (620609831.5705).

COMMISSION OR COMMITTEE REPORT

Does not apply.

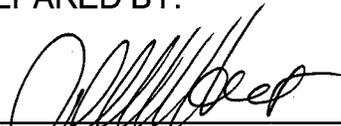
CITY ATTORNEY'S ANALYSIS

Purchases should be made according to the procedures set forth in Chapter 28A of the City Code.

RECOMMENDATION

Staff recommends that the City Council approve a purchase order in an amount not to exceed \$74,766 to Downtown Ford of Sacramento for three Ford F150 pickup trucks for the Engineering Division and authorize the Financial Services Director, or designee, to execute the purchase order.

PREPARED BY:



Jeffrey Hart
Fleet Supervisor

SUBMITTED BY:



Steven R. Jepsen
City Manager

REVIEWED BY:

Michelle Skaggs Lawrence, Deputy City Manager



H. Kiel Koger, Maintenance and Operations Manager



George Buell, Development Services Director



Scott Smith, City Engineer



James Riley, Financial Services Director



Exhibit A

EXHIBIT A
VEHICLE PURCHASES

VEHICLE TO BE PURCHASED	VEH #	YEAR/MAKE	MILEAGE	Downtown Ford	IN HOUSE BUILD	TOTAL COST
2014 Ford F150 Supercab 4x2	E36	2002 Chevrolet C1500	99,122	\$24,922	\$4,000	\$28,922
2014 Ford F150 Supercab 4x2	E37	2002 Chevrolet C1500	92,343	\$24,922	\$4,000	\$28,922
2014 Ford F150 Supercab 4x2	E38	2002 Chevrolet C1500	100,403	\$24,922	\$4,000	\$28,922
Total Engineering Vehicles				\$74,766	\$12,000	\$86,766