



DATE: May 28, 2014
TO: Honorable Mayor and City Councilmembers
FROM: Public Works Department
SUBJECT: **PURCHASE ORDER FOR THREE SERVICE TRUCKS FOR THE PUBLIC WORKS DEPARTMENT**

SYNOPSIS

Staff recommends that the City Council approve a purchase order in an amount not to exceed \$201,350 to Downtown Ford of Sacramento for three Ford service body trucks for the Public Works Department; 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 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 the three trucks listed in Exhibit A have reached the end of their service life due to age, mileage, condition, and lifetime maintenance cost. The vehicles are also no long capable of performing the duties required of them.

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

FISCAL IMPACT

The Public Works Department is retiring three trucks. The total cost of the three new service trucks, including the in-house cost, is \$202,850 of which \$175,237 is funded in the Fleet Replacement Fund (620609831.5705). The remaining \$27,613 will come from the Parks Maintenance Account (660613101.5704).

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 \$201,350 to Downtown Ford of Sacramento for three Ford service body trucks for the Public Works Department; and authorize the Financial Services Director, or designee, to execute the purchase order.

PREPARED BY:



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Fleet Supervisor

SUBMITTED BY:



Steven R. Jepsen
City Manager

REVIEWED BY:

Michelle Skaggs Lawrence, Deputy City Manager



H. Kiel Koger, Maintenance and Operations Manager



James Riley, Financial Services Director



Exhibit A

**EXHIBIT A
VEHICLE PURCHASES**

VEHICLE TO BE PURCHASED	VEHICLE TO BE REPLACED			MILEAGE	DOWNTOWN FORD	IN HOUSE BUILD	TOTAL COST	
	VEH #	YEAR	MAKE/MODEL					VENDOR
2014 FORD F250 SERVICE BODY	P56	2001	CHEVROLET C1500	86,089	\$44,522	\$500	\$45,022	
2014 FORD F350 SERVICE BODY	P58	2003	FORD F350	96,139	\$55,445	\$500	\$55,945	
2014 FORD F450 SERVICE BODY	P60	2003	FORD F350	85,804	\$101,383	\$500	\$101,883	
Total Public Works Vehicles							\$1,500	\$202,850