



*City of Arts & Innovation*

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: DECEMBER 6, 2022**

**FROM: GENERAL SERVICES DEPARTMENT      WARDS: ALL**

**SUBJECT: AWARD BID NO. 7959 TO FRITTS FORD OF RIVERSIDE, CALIFORNIA FOR THE PURCHASE OF FIVE NEW CURRENT MODEL FORD BRONCO SPORTS FOR THE COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT, BUILDING & SAFETY DIVISION IN THE TOTAL AMOUNT OF \$166,323.50.**

## **ISSUE:**

Award Bid No. 7959 to Fritts Ford of Riverside, California for the purchase of five new current model Ford Bronco Sports for the Community and Economic Development Department, Building & Safety Division in the total amount of \$166,323.50.

## **RECOMMENDATIONS:**

That the City Council award Bid No. 7959 to Fritts Ford of Riverside, California for the purchase of five new current model Ford Bronco Sports for the Community and Economic Development Department, Building & Safety Division in the total amount of \$166,323.50.

## **BACKGROUND:**

The Community and Economic Development Department, Building & Safety Division exists to protect the built environment while providing responsive professional services that facilitate development in the city. The mission of the Building & Safety Division is to protect the health, safety and welfare of our residents and visitors through the equitable enforcement of building standards, which serve to safeguard our built environment, ensure sustainable facilities, and enhance the quality of place for our community. The building inspectors predominately operate in the field performing site visits and various construction related inspections daily which require utility vehicles to accomplish their operational responsibilities. The utility vehicles are also required for emergency response purposes within our built environment to ensure the safe occupancy of buildings should a natural disaster or other building related emergencies occur at any time.

These replacement vehicles will provide greater functionality to the Building & Safety Division because they are currently operating with vehicles that have exceeded the expected service life and are experiencing more maintenance issues causing excessive downtime, and impacts customer service. Additionally, the older vehicles do not have sufficient electronic capacity to fully support the building inspectors' virtual services through the latest permit tracking software, public

permit portal and hardware configurations within vehicles. This upgrade will improve performance, safety, and our virtual capabilities in the field.

On October 3, 2022, the Purchasing Division, in cooperation with the General Services Department, solicited formal bids for the purchase of five Ford Bronco Sports. On October 17, 2022, the City received three bids in response to Bid No. 7959 for the purchase of five Ford Bronco Sports. The apparent low bidder was deemed non-responsive due to not providing a quote for all vehicles. The bid from Fritts Ford of Riverside was deemed the lowest responsive bidder in the total amount of \$166,323.50.

Bidder	City	Quantity	Total Price	Bid Status
A1 Financial Services, LLC	Moreno Valley, CA	1	\$32,799.00	Nonresponsive
Fritts Ford	Riverside, CA	5	\$166,323.50	Responsive
Hansel Ford	Santa Rosa, CA	5	\$170,535.30	Responsive

Year Make Model	Quantity	Unit Price	Sales Tax	Tire Fees	Total Price
2023 Ford Bronco Sport	5	\$30,570.53	\$2,674.92	\$19.25	\$33,264.70
				<b>TOTAL</b>	<b>\$166,323.50</b>

### **DISCUSSION:**

The Fleet Management Division of General Services evaluates all vehicle replacement criteria to ensure efficient management and replacement of vehicles. The vehicles selected for replacement have exceeded their expected service life and there are no existing Fleet vehicles that meet the replacement requirements.

Asset No.	Year Make Model	In-Service Date	Mileage	Replacement Reason
C972	2006 Ford Escape	03/17/2006	82,429	16 years of age with excessive wear and tear and life to date maintenance cost.
C998	2007 Ford Escape	08/31/2006	114,041	16 years of age with excessive wear and tear and life to date maintenance cost.
C999	2007 Ford Escape	08/31/2006	122,021	16 years of age with excessive wear and tear and life to date maintenance cost.
C1000	2007 Ford Escape	08/31/2006	96,638	16 years of age with excessive wear and tear and life to date maintenance cost.
C1007	2007 Ford Escape	09/12/2006	100,115	16 years of age with excessive wear and tear and life to date maintenance cost.

The Purchasing Manager concurs that the recommendation to award is in compliance with Purchasing Resolution No. 23914.

The Community and Economic Development Director concurs with the recommendation.

## **STRATEGIC PLAN ALIGNMENT:**

The recommended purchase of the new replacement vehicles contributes to the City's Strategic Priority No. 4 Environmental Stewardship and Goal No. 4.6 – implement the requisite measures to achieve citywide carbon neutrality no later than 2040.

The recommended purchase of the new replacement vehicles aligns with EACH of the five Cross-Cutting Threads as follows:

1. **Community Trust** – This action builds community trust by ensuring that the Building & Safety Division have safe and reliable vehicles available for staff to use when performing operational duties.
2. **Equity** – City building inspectors conduct inspections to ensure construction in the city is safe, accessible and code compliant. Replacing the older vehicles with safer and reliable vehicles will ensure equitable services for the safety of staff and the community.
3. **Fiscal Responsibility** – Vehicles which have reached the end of their useful life cycle are more costly to operate and maintain. The General Services, Fleet Management Division is proposing this purchase in accordance with Purchasing Resolution 23914, Formal Procurement process to ensure the best price, terms and conditions are negotiated.
4. **Innovation** – The General Services, Fleet Management Division has an established vehicle replacement program to ensure departments are accruing funds for future replacement vehicles. These replacement vehicles will be purchased using funds from the Central Garage Fund Motor Pool Account.
5. **Sustainability & Resiliency** – This action will result in replacement vehicles for Building & Safety Division which meet all SCAQMD requirements and ensure improved vehicular performance, safety, and efficiency.

## **FISCAL IMPACT:**

The total fiscal impact of the action is \$166,323.50. The funds are budgeted and available in the Central Garage Fund, Motor Pool, Automotive Equipment account 2215200-462100.

Prepared by: Carl Carey, General Services Director  
Certified as to  
availability of funds: Edward Enriquez, Interim Assistant City Manager/Chief Financial  
Officer/Treasurer  
Approved by: Kris Martinez, Assistant City Manager  
Approved as to form: Phaedra A. Norton, City Attorney

Attachments: Bid Award Recommendation