



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: DECEMBER 3, 2024

FROM: GENERAL SERVICES DEPARTMENT WARDS: ALL

SUBJECT: AWARD BID NO. 8129 TO FRITTS FORD OF RIVERSIDE, CALIFORNIA FOR THE PURCHASE OF SIX (6) 2024 FORD BRONCO SPORT UTILITY VEHICLES FOR THE PUBLIC WORKS DEPARTMENT, ENGINEERING DIVISION IN THE TOTAL AMOUNT OF \$202,127.46

ISSUE:

Award Bid No. 8129 to Fritts Ford of Riverside, California for the purchase of six (6) 2024 Ford Bronco Sport Utility Vehicles for the Public Works Department, Engineering Division in the total amount of \$202,127.46.

RECOMMENDATION:

That the City Council Award Bid No. 8129 to Fritts Ford of Riverside, California for the purchase of six (6) 2024 Ford Bronco Sport Utility Vehicles for the Public Works Department, Engineering Division in the total amount of \$202,127.46.

BACKGROUND:

The Public Works Department, Engineering Division exists to protect the built environment in the public right of way, while providing responsive, professional services that facilitate private development and capital improvement projects throughout the City of Riverside. The Engineering Division, Contract Administration Section consists of a group of inspectors who ensure construction projects that are in the public right of way are built per the plans and specifications designed by the City Engineering staff. The inspectors predominately operate in the field performing daily site visits and various construction related inspections. To accomplish these daily operational responsibilities, as well as to respond to emergency situations, the inspectors require utility vehicles that are safe, reliable, and readily available.

The General Services Department, Fleet Management Division evaluates all vehicle replacement criteria to ensure efficient management and replacement of vehicles. The vehicles selected for replacement have exceeded their expected service life; experiencing excessive wear and tear, repair costs exceed the value of the vehicle, and the vehicle may be unsafe to operate as follows:

Asset No.	Year Make Model	Mileage	Replacement Reason
C1027	2007 Ford Escape	116,952	16 years of age with high mileage and excessive wear and tear and life to date maintenance.
C1028	2007 Ford Escape	142,008	16 years of age with high mileage and excessive wear and tear and life to date maintenance.
C1029	2007 Ford Escape	65,253	16 years of age with a failing hybrid battery that is unsafe and costs more to replace than the vehicle is worth.
C1036	2007 Ford Escape	132,817	16 years of age with high mileage and excessive wear and tear and life to date maintenance.
C1087	2008 Ford Escape	107,948	15 years of age with high mileage and a failing hybrid battery that is unsafe and costs more to replace than the vehicle is worth.
C1088	2008 Ford Escape	145,637	15 years of age with high mileage and a failing hybrid battery that is unsafe and costs more to replace than the vehicle is worth.

DISCUSSION:

On December 19, 2023, City Council authorized the purchase of eight (8) 2024 Ford Bronco Sport utility vehicles from National Fleet Auto Group for the Public Works Department, Engineering Division in the total amount of \$302,078.48. A purchase order was issued for this purchase, however, on August 1, 2024, the purchase order was cancelled due to National Fleet Auto Group's inability to fulfill the order.

On September 3, 2024, PFVT Motors, LLC provided a quote for two vehicles (C1004, C1012) utilizing cooperative contract Houston-Galveston Area Council (H-GAC) 12293. A purchase order in the amount of \$67,565.06 was issued on October 04, 2024, for only two of 8 vehicles needed. As a result, the City is short six vehicles that were originally requested and are still needed for replacement.

On September 10, 2024, Request for Bid (RFB) No. 8129 was posted on the City's online bidding system, Planet Bids, seeking prospective bidders to provide pricing on six (6) 2024 Ford Bronco Sport Utility Vehicles for the Public Works Department, Engineering Division. The notification was sent to 78 City of Riverside vendors and 500 external vendors. RFB 8129 closed on September 26, 2024, with a total of four (4) responses. All responses were found to be responsive and responsible.

Bidder	City	Quantity	Price Per Vehicle	Sales Tax	Tire & Misc Fees	Total Price
Fritts Ford	Riverside, CA	6	\$30,939.00	\$2,707.16	\$41.75	\$202,127.46

Penske Chevrolet of Cerritos	Cerritos, CA	6	\$35,451.63	\$3,102.01	\$108.75	\$231,974.34
Gavidia RRP	Fullerton, CA	6	\$33,900.00	\$2,973.69	\$4,807.00	\$250,084.14
Blue Group LLC	Idaho Falls, ID	6	\$38,883.80	\$3,402.33	\$383.75	\$256,019.29

The bid response from Fritts Ford of Riverside was deemed the lowest responsive bidder in the total amount of \$202,127.46.

Purchasing Resolution 24101, Section 508 Awards states, “Contracts procured through Formal Procurement shall be awarded by the Awarding Entity to the Lowest Responsive and Responsible Bidder.”

The Purchasing Manager concurs that the recommended actions comply with Purchasing Resolution No. 24101, Section 508.

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.

This item also aligns with each of the Cross-Cutting Threads of the City’s Strategic Plan as described below:

1. **Community Trust** – Ensuring the Public Works Department, Engineering Division has safe and reliable transportation while performing their duties in the field will help foster trust between City staff and residents.
2. **Equity** – Replacing unviable vehicles with safer and reliable vehicles will help to ensure equitable services to the community and keep residents and City staff safe.
3. **Fiscal Responsibility** – Vehicles which have reached the end of their useful life cycle are more costly to operate and maintain. The General Services Department, Fleet Management Division is proposing this purchase in accordance with the City’s Fromal Procurement process per Purchasing Resolution 24101, to ensure the best price, terms and conditions.
4. **Innovation** – The General Services Department, 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 and Resiliency** – This action will result in replacement vehicles for the Public Works Department, Engineering Division which meet all South Coast Air Quality Management District requirements and ensure improved vehicular performance, safety and efficiency.

FISCAL IMPACT:

The total fiscal impact of the action is \$202,127.46. The funds to cover the vehicle purchases are budgeted and available in the Central Garage Fund, Motor Pool, Automotive Equipment Account number 2215200-462100.

Prepared by:	Joshua Monzon, Administrative Analyst
Approved by:	Carl Carey, General Services Director
Certified as to availability of funds:	Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by:	Edward Enriquez, Assistant City Manager/Chief Financial Officer/ Treasurer
Approved as to form:	Jack Liu, Interim City Attorney
Attachment:	Bid Award Recommendation