



*City of Arts & Innovation*

# City Council Memorandum

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**TO:** HONORABLE MAYOR AND CITY COUNCIL      **DATE:** JUNE 24, 2025

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

**SUBJECT:** AWARD BID NO. 8163 TO FRITTS FORD OF RIVERSIDE, CALIFORNIA FOR THE PURCHASE OF ELEVEN (11) 2025 FORD F150 XL 2-WHEEL-DRIVE SUPERCABS FOR THE RIVERSIDE PUBLIC UTILITIES DEPARTMENT, WATER OPERATIONS SECTION, FOR A TOTAL AMOUNT OF \$566,617.30 – SUPPLEMENTAL APPROPRIATION

## **ISSUES:**

Award Bid No. 8163 to Fritts Ford of Riverside, California for the purchase of eleven (11) 2025 Ford F150 XL 2-Wheel-Drive SuperCabs for the Riverside Public Utilities Department, Water Operations Section for a total amount of \$566,617.30, and approve a supplemental appropriation.

## **RECOMMENDATIONS:**

1. That the City Council award Bid No. 8163 to Fritts Ford of Riverside, California for the purchase of eleven (11) 2025 Ford F150 XL 2-Wheel-Drive SuperCabs for the Riverside Public Utilities Department, Water Operations Section for a total amount of \$566,617.30;
2. With at least five affirmative votes, authorize the Chief Financial Officer, or designee, to record a supplemental appropriation in the amount of \$360,693.48 in the Central Garage Fund, Motor Pool, Automotive Equipment account; and
3. Authorize the City Manager or designee to execute any purchase orders, agreements, and other documents necessary to effectuate this agreement and make any minor and non-substantive changes.

## **BOARD RECOMMENDATION:**

The Board of Public Utilities met on June 9, 2025, with 7 members present. The Board voted unanimously to approve the Consent Calendar, including to recommend that the City Council award Bid 8163 to Fritts Ford of Riverside, California, for the purchase of eleven (11) 2025 Ford F150 XL 2-Wheel-Drive SuperCabs for the Riverside Public Utilities Department, Water Operations Section for a total amount of \$566,617.30.

## **BACKGROUND:**

Riverside Public Utilities' (RPU) Water Division has two primary divisions that utilize trucks in the field to complete their work. The Water Field Operations Section (Field) is responsible for

coordination of daily planning, supervision, and general administration for construction and maintenance of the water system. Including the construction and maintenance of water transmission and distribution systems, water main replacements, system connections, fire hydrant installations, water meters, and installations of new and replacement water services. The Water Production and Operations Section (Operations) is responsible for the production, treatment and distribution of potable water and distribution of non-potable water.

The General Services Department, Fleet Management Division (Fleet), collaborated with Water Field and Operations staff to develop specifications for formal procurement of 11 Ford F150 XL 2-Wheel-Drive SuperCab vehicles. Fleet evaluates all vehicle replacement criteria to ensure efficient management and replacement of vehicles. A vehicle may be eligible for replacement with motor pool replacement funding under differing circumstances including but not limited to 10 to 15 years of usage; over 100,000 miles on the vehicle; condition of the vehicle; or the life-to-date maintenance and repairs costing more than a new vehicle.

Of the 11 trucks requested from Fleet, 7 vehicles are eligible for replacement having exceeded their expected service life. There is sufficient funding from Fleet's replacement fund to cover the value of these 7 vehicles at \$360,693.48. A supplemental appropriation from available vehicle replacement reserve funds is requested for this purchase.

The other 4 trucks will support additional staff or align the number of vehicles with work needs:

- Operations has \$153,462.48 for FY 24/25 to purchase new F-150s for the additional staff added to their position control. This allows Operations to purchase three (3) new F-150s.
- Field requested the purchase of one (1) F-150 to assist with the current need of the department and has sufficient funds for the purchase.

These 4 new additions along with the 7 replacements (Listed in Table 1 below) bring the number of F-150s to be purchased for the two Water Sections to a total of 11.

Asset No.	Year Make Model	In-Service Date	Mileage	Replacement Reason
C1057	2007 Ford F350	03-15-2007	109,334	18 years of age with high mileage, excessive wear and tear, and life-to-date maintenance.
C1076	2008 Ford F350	04-25-2007	125,997	18 years of age with high mileage, excessive wear and tear, and life-to-date maintenance.
C1132	2008 Ford F150	06-10-2008	166,114	17 years of age with high mileage, excessive wear and tear, and life-to-date maintenance.
C1147	2009 Ford F150	11-14-2008	116,130	Vehicle was decommissioned by Fleet Staff. 16 years of age with high mileage, excessive wear and tear, and life-to-date maintenance.
C1148	2009 Ford F150	11-14-2008	204,504	16 years of age with high mileage.
C1290	2014 Ford F150	06-18-2014	139,157	10 years of age with high mileage and high life-to-date maintenance.

C1291	2014 Ford F150	06-18-2014	121,999	10 years of age with high mileage.
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### **DISCUSSION:**

On February 13, 2025, the City of Riverside Purchasing Division posted Request for Bid (RFB) No. 8163 on the City's online bidding system, PlanetBids for the purchase of 11 2025 Ford F150 XL 2-Wheel-Drive SuperCabs for RPU's Water Division. Three of the vehicles were requested to have truck bed storage units installed in the chassis while the other eight were requested to have toolboxes across the back window. An addendum was posted for the bid on February 26<sup>th</sup>, 2025, clarifying specifications. The RFB was sent to 111 City of Riverside vendors and 444 external vendors. RFB No. 8163 had 18 prospective bidders and closed on March 7<sup>th</sup>, 2025, with four bids that were determined to be responsive and responsible. The bid response from Fritts Ford was deemed the lowest bidder in the amount of \$566,617.30.

Bidder	City	Qty.	Price for 8 without storage	Price for 3 with storage	Total Price
Fritts Ford	Riverside, CA	11	\$409,233.28	\$157,384.02	\$566,617.30
Silva Auto Group	Madera, CA	11	\$434,339.08	\$174,099.02	\$608,438.10
Theodore Robins Inc.	Costa Mesa, CA	11	\$452,705.36	\$178,573.26	\$631,278.62
Envision Ford of Duarte	Duarte, CA	11	\$504,013.98	\$199,638.05	\$703,652.03

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.

The Riverside Public Utilities General Manager concurs with this report.

### **STRATEGIC PLAN ALIGNMENT:**

The recommended purchase of the new replacement vehicles contributes to the City's Strategic Priority No. 5 *High Performing Government* and Goal No. 5.5 – Foster a culture of safety, well-being, resilience, sustainability, diversity, and inclusion across the city organization.

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

1. **Community Trust** – New vehicles will help to ensure that the Riverside Public Utilities, Water Field Operations Section, can perform their duties safely and efficiently, which will

result in the greater public good.

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 Formal 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. Seven (7) of the eleven (11) vehicles will be purchased using funds accrued for this purpose in the Central Garage Fund Motor Pool Account.
5. **Sustainability and Resiliency** – Maintaining new vehicles will result in less burdens on operations, time and money for both the Riverside Public Utilities and General Services Department.

#### **FISCAL IMPACT:**

The total fiscal impact of this action is \$566,617.30. Upon Council approval, a supplemental appropriation will be recorded in the Central Garage Fund in the amount of \$360,693.48. Sufficient reserves are available in the Central Garage Fund to support the supplemental appropriation. The remainder of the funding for the vehicle purchases are budgeted and available in the funds and accounts as listed in the table below.

<b>Fund</b>	<b>Program</b>	<b>Account</b>	<b>Amount</b>
Central Garage	Motor Pool, Automotive Equipment	2215200-462100	\$360,693.48
Water	Water Production & Operations, Automotive Equipment	6200000-462100	\$153,462.48
	Water Field Operations, Automotive Equipment	6205000-462100	\$52,461.34
<b>TOTAL</b>			<b>\$566,617.30</b>

Prepared by:

Joshua Monzon, Administrative Analyst

Approved by:

Lee Withers, 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/  
City Treasurer

Approved as to form:

Rebecca McKee-Reimbold, Interim City Attorney

Attachment:

Bid Award Recommendation