



City of Arts & Innovation

# City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: NOVEMBER 14, 2023

FROM: GENERAL SERVICES DEPARTMENT      WARDS: ALL

SUBJECT: AWARD BID NO. 8001 AND BID NO. 8002 TO BP FORD OF LONG BEACH, CALIFORNIA FOR THE PURCHASE OF TWO REPLACEMENT FORD F150 TRUCKS FOR RIVERSIDE PUBLIC UTILITIES, ELECTRIC FIELD OPERATIONS DIVISION IN THE TOTAL AMOUNT OF \$117,450.88.

**ISSUE:**

Award Bid No. 8001 and Bid No. 8002 to BP Ford of Long Beach, California for the purchase of two replacement Ford F150 trucks for Riverside Public Utilities, Electric Field Operations Division in the total amount of \$117,450.88.

**RECOMMENDATIONS:**

That the City Council Award Bid No. 8001 and Bid No. 8002 to BP Ford of Long Beach, California for the purchase of two replacement Ford F150 trucks for Riverside Public Utilities, Electric Field Operations Division in the total amount of \$117,450.88.

**BACKGROUND:**

Riverside Public Utilities, Electric Field Operations Division is responsible for providing safe, reliable, and affordable power to the City of Riverside. The field crews utilize specialized vehicles to meet operational needs such as maintenance and repairs of a variety of electrical infrastructure.

The Electric Field Operations Division operates with a fleet of approximately 60 vehicles in which a majority are heavy-duty utility line trucks. The remaining fleet vehicles range from small utility vehicles to medium-duty service trucks. Over half of the light and medium-duty vehicles are 10 years of age or older with the oldest having been in service for almost 18 years.

These vehicles need to be in safe, operable condition and compliant with state and local emissions regulations. Aging vehicles are more prone to significant mechanical failure, causing increased maintenance/repair costs and downtime for field crew employees during vehicle maintenance. To ensure operating efficiency, employee productivity, and public safety, vehicles that have reached the end of their economic and useful life cycle need to be replaced in a timely manner.

The Fleet Management Division of the General Services Department evaluates all vehicle replacement criteria to ensure efficient management and replacement of vehicles. The vehicles

proposed for purchase will be replacing vehicles that have already been taken out of service due to expired compressed natural gas (CNG) fuel tanks resulting in the crews operating with an undersized fleet.

Asset No	Year Make Model	Mileage	Replacement Reason
C952	2004 Ford F150	60,524	19 years of age and CNG fuel tank has expired and the cost to re-tank exceeds the value of the vehicle.
C978	2004 Ford F150	68,255	19 years of age and CNG fuel tank has expired and the cost to re-tank exceeds the value of the vehicle.

**DISCUSSION:**

On August 10, 2023, the Purchasing Division, in cooperation with the General Services Department, solicited formal Bid No. 8001 for the purchase of one Ford F150 utility truck and Bid No. 8002 for purchase of one Ford F150 utility truck. For RFB 8001, the notification of bid release was sent to 41 City of Riverside vendors, 332 external vendors, and had a total of 7 prospective bidders. For RFB 8002, the notification of bid release was sent to 40 City of Riverside vendors, 332 external vendors, and had a total of 5 prospective bidders. On August 29, 2023, the City received two bid responses, which were found responsive, and the results are shown below:

*Bid No. 8001 – One Ford F150 (Current model year or newer)*

Bidder	City	Quantity	Total Price	Bid Status
BP Ford	Long Beach, CA	1	\$58,455.50	Responsive
Morgan Inland, LLC	San Francisco, CA	1	\$64,010.07	Responsive

*Bid No. 8002 – One Ford F150 (Current model year or newer)*

Bidder	City	Quantity	Total Price	Bid Status
BP Ford	Long Beach, CA	1	\$58,995.38	Responsive
Morgan Inland, LLC	San Francisco, CA	1	\$64,010.05	Responsive

For Bid No. 8001 and Bid No. 8002, BP Ford of Long Beach was deemed the lowest responsive bidder in the combined amount of \$117,450.88.

The recommended vehicles for purchase are Flex-Fuel and meet the emission requirements of South Coast Air Quality Management District (SCAQMD) Rule 1191 (clean on-road light and medium-duty public fleet vehicles).

The Purchasing Manager concurs that this purchase is in compliance with Purchasing Resolution No. 23914.

**STRATEGIC PLAN ALIGNMENT:**

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

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

1. **Community Trust** – This action builds community trust by ensuring that Electric Field Operations staff and crew members have safe and reliable vehicles available to use when performing operational duties.
2. **Equity** – This action will benefit the entire community because it enhances city-wide services.
3. **Fiscal Responsibility** – 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 that meet all South Coast Air Quality Management District (SCAQMD) requirements and ensure improved vehicular performance, safety, and efficiency.

**FISCAL IMPACT:**

The total fiscal impact of the action is \$117,450.88. The funds are budgeted and available in the Central Garage Fund, Central Garage Motor Pool, Automotive Equipment Account Number 2215200-462100.

Prepared 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
Approved as to form:	Phaedra A. Norton, City Attorney

**Attachments:**

1. RFB 8001 Award Recommendation
2. RFB 8002 Award Recommendation