

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b> August 11, 2014
	<p><b>Agenda Item No.</b> 35E</p> <p><b>Roll Call No.</b> <u>14-1242</u></p> <p><b>Communication No.</b> <u>14-379</u></p> <p><b>Submitted by:</b> Scott E. Sanders, Assistant City Manager / Finance Director</p>

**AGENDA HEADING:**

Approving the purchase of two (2) replacement vehicles for use in the City Manager’s Office Fleet Services Operation and the Engineering Department’s Traffic and Transportation Division.

**SYNOPSIS:**

Recommend approval of the purchase of 2 (two) replacement vehicles as per the specifications in bid V15-002 as follows:

- Item 1: One (1) extended cab 4X4 pickup truck with specified accessories in the amount of \$26,199.00 from Charles Gabus Ford, 4545 Merle Hay Road, Des Moines, Iowa 50310 (Gene Gabus, President).
- Item 2: One (1) 9200 pound Gross Vehicle Weight (GVW) rated crew cab pickup truck with specified accessories including designated survey storage system in the amount of \$39,779.00 from Stivers Ford, 1450 E. Hickman Road, Waukee, Iowa 50263 (Scott Politte, General Manager).

**FISCAL IMPACT:**

Amount: \$65,978.00

Funding Source: Equipment Replacement Fund: IS201 CMO010407 (CMO24021), page 36

**ADDITIONAL INFORMATION:**

Two (2) existing fleet vehicles meeting or exceeding replacement criteria were approved for replacement by the Fleet Oversight Committee. Only three (3) bid responses were received out of 13 mailed. The low compliant bidder for item 1 was Stiver Ford; however, after applying the 1% local preference to Charles Gabus Ford, as required by municipal purchasing ordinance, the recommended award is to Charles Gabus Ford.

The low bid for item 2 was Charles Gabus Ford; however, the bid was non-compliant in the requirement to provide the specified engineering survey storage system with the specified chassis, and therefore the recommended award is to the fully compliant bid from Stivers Ford.

There are no like items available from the State of Iowa Department of Administrative Services or the State of Iowa Department of Transportation vehicle purchasing contracts. Similar vehicles on either or both contract would have to be purchased and specified accessories purchased and installed at a greater

cost than the competitively bid items. This City competitive bid yielded the least cost alternative to up fitting chassis for specific departmental uses.

Fleet staff solicited unresponsive bidders in an effort to determine why a low number of responses was received. In general, non-responsive bidders indicated that relative to this bid they did not respond for the following reasons:

- The bid documents were not received by the fleet or commercial sales department at individual dealerships. (Fleet staff will increase efforts to ensure bid documents are sent to the attention of fleet or commercial dealership contacts.)
- Some dealers do not compete against established State contracts.
- Some dealers do not offer any municipal discounts currently.
- Multiple vehicle brand dealerships may not compete with their other represented makes.
- Dealers outside of the City realize the local 1% preference is afforded to local dealerships making it difficult for them to submit competitive bids.

**PREVIOUS COUNCIL ACTION(S): NONE**

**BOARD/COMMISSION ACTION(S): NONE**

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

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