

**MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION**

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: June 17, 2014
SUBJECT: Chevrolet Tahoe Police Vehicles – Winner Chevrolet

ACTION REQUESTED

1. Approve a budget revision and amend the Fiscal Year 2013-14 Master Fixed Asset List in the amount of \$33,700 to cover increased vehicle purchase costs and for the purchase of Chevrolet Tahoe police vehicles to Account 4451, Fixed Assets, in the Department of Public Works Fleet Services Division Budget; and
2. Approve the award of competitive Bid No. 10365 to Winner Chevrolet of Elk Grove, CA for the purchase of six Chevrolet Tahoe police vehicles in the total amount of \$197,670, funded by the Department of Public Works Fleet Services Division annual budget with no new County cost, and authorize the Purchasing Manager to sign the resulting purchase order and related documents.

BACKGROUND

On behalf of the Department of Public Works Fleet Services Division (DPW), the Procurement Services Division developed Invitation for Bids No. 10365 to solicit bids for the purchase of four each four-wheel drive and two each two-wheel drive Chevrolet Tahoe police pursuit vehicles for use by the Probation Department and the Sheriff's Office. The bid was distributed via the County's e-Procurement system to twenty-seven potential bidders and was also posted on the County's website. Seventeen bidders viewed the bid online and a total of two responsive bids were received. The bids were evaluated on an all-or-none basis in accordance with the terms and conditions of the bid. Local vendor preference was considered in the bid evaluation however none of the bidders offered a prompt payment discount.

The bid evaluation shows that Winner Chevrolet is the lowest responsive bidder. A copy of the bid evaluation is attached. DPW included \$188,000 in its budget to purchase the six Chevrolet Tahoe police pursuit vehicles. This request requires your Board's approval to transfer \$33,700 within Fund 250/Subfund 200 to Fixed Asset (4451) to pay for this purchase and other increased vehicle purchase costs. The department's budget revision is attached. Therefore, your Board's approval is required to proceed with the award of a purchase order in the total amount of \$197,670 and authorize the Purchasing Manager to sign the resulting purchase order and related documents.

FISCAL IMPACT

Upon your Board's approval, a purchase order will be awarded to Winner Chevrolet in the total amount of \$197,670 (including applicable sales tax and tire fees). The department has advised that this purchase will be funded by the DPW FY 2013-14 annual budget with no new net County cost.

Attachments: A. 10365 Bid Evaluation and Recommended Award
B. DPW Budget Revision

cc: Cynthia Taylor, Senior Administrative Services Officer - Public Works
Chuck Gordon, Manager-Fleet Operations - Public Works



COUNTY OF PLACER, AUBURN, CA

BID EVALUATION & AWARD RECOMMENDATION

Bid No. 10365
Title: Chevrolet Tahoe 4x2 and 4x4 Police Vehicles
Due Date: 5/23/14 @ 2:30:00 PM (Pacific)

Buyer Name/Phone: Jon Manning

(Recommended award is highlighted)

Item No.	Item Description	Qty	Unit Price	Extension	Unit Price	Extension
1	4x2 Chevrolet Tahoe Police Vehicles (Attch. A)	3	29,540.00	88,620.00	29,258.00	87,774.00
2	4x4 Chevrolet Tahoe Police Vehicles (Attch. B)	2	32,785.00	65,570.00	32,158.00	64,316.00
6	4x2 Chevrolet Tahoe Police Vehicles (Attch. E)	1	29,640.00	29,640.00	29,510.00	29,510.00
(1) Local Vendor Preference (LVP) is granted to those firms who file an LVP Affidavit with the County prior to the close of the bid. LVP Credit cannot exceed \$5,000.00 in accordance with Purchasing Policy			Subtotal	183,830.00	Subtotal	181,600.00
(2) Invoice Terms of less than 10 days cannot be considered.			7.50% Sales Tax	13,787.25	7.50% Sales Tax	13,620.00
			CA Tire Fees	52.50	CA Tire Fees	52.50
			Bid Total	197,669.75	Bid Total	195,272.50
			LVP (Bid Total, Line Item 3) ¹	5,000.00	LVP	0.00
			Prompt Pay Disc	0.00	Prompt Pay Disc	0.00
3	Electronic Filing Charge to Register & Title Vehicle	6	0.00	0.00	0.00	0.00
			Ref. Price	\$192,669.75	Ref. Price	\$195,272.50
TOTAL PURCHASE ORDER COST: (Total Purchase Order Cost includes 7.50% Sales Tax, CA Tire Fees, and Selected Upgrades. Local Vendor Preference and Prompt Payment Discounts are not included in the purchase order cost.)				\$197,669.75		\$195,272.50
TOTAL COST PER VEHICLE (INCLUDING PROMPT PAYMENT DISCOUNT):				\$32,944.96		\$32,545.42
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EVALUATION NOTES: CA Tire Fees are calculated by multiplying \$1.75 per tire by the number of tires per vehicle (5).

EVALUATION SUMMARY - LISTED BY LOW BIDDER (BASED ON REF. PRICE W/O OPTIONAL WARRANTY UPGRADE):

1-	Winner Chevrolet	\$192,669.75
2-	Folsom Chevrolet	\$195,272.50

**PLACER COUNTY
BUDGET REVISION**

PAS DOCUMENT NO. _____

Dept No.	Doc Type	Total \$ Amount	Total Lines
19	BR	\$33,700.00	1

- Cash Transfer Required
- Reserve Cancellation Request
Fund 250 Subfund 200 GL2420-53600 \$33,700
- Establish Reserve Required

- Auditor-Controller *img*
- County Executive
- Board of Supervisors

ESTIMATED REVENUE ADJUSTMENT											APPROPRIATION ADJUSTMENT										
Dept No.	T Code	Rev	FUND	SUBFUND	OCA	PCA	OBJ L-3	Proj. No.	G/L Sub GL	AMOUNT	Dept No.	T Code	Rev	OCA	PCA	FUND	SUBF	Obj L-3	Proj. No.	Proj Detail	AMOUNT
											19	014		006601	06601	250	200	4551 4451			33,700.00
TOTAL										0.00	TOTAL										33,700.00

REASON FOR REVISION: Budget Revision to increase object level #4451 Fixed Assets by \$33,700 to to cover the increase in vehicles purchases and decrease Capital Asset reserves from Fund 250 Subfund 200 GL2420-53600 in the amount of \$33,700 to cover the increase in purchase costs.

Department Head Ken Grehm *Ken Grehm* Date: 5/27/2014
 Board of Supervisors _____

Distribution:
All copies to Auditor

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