TO: Board of Supervisors                                      DATE: February 26, 2019
FROM: Todd Leopold, County Executive Officer
      By: Brett Wood, Purchasing Manager
SUBJECT: Annual Fleet Vehicle Purchases – Future Nissan, Future Ford Lincoln, Selma Nissan, and Winner Chevrolet

ACTION REQUESTED
Approve the award of competitive Bid No. 100107 to Future Nissan of Roseville, CA, Future Ford Lincoln of Roseville, CA, and Winner Chevrolet of Colfax, CA, for the purchase of various types of fleet vehicles and a purchase order to Selma Nissan of Selma, CA, utilizing the State of California Contract No. 1-18-23-20G in the maximum aggregate amount of $1,173,928 funded by revenue collected from replacement funds with no net County cost.

Authorize the Purchasing Manager to sign all related documents for the vehicles specified in Bid No. 100107, as well as requests to purchase additional vehicles of the same type as listed in Bid No. 100107 within Fiscal Year 2018-19 contingent upon the requests being appropriately budgeted and included on the Fiscal Year 2018-19 Master Fixed Asset List.

BACKGROUND
The Department of Public Works (DPW) submitted requests to purchase various types of fleet vehicles. The Procurement Services Division developed Bid No. 100107 to solicit competitive bids for the vehicles requested by DPW. The bid requested pricing for compact size two-wheel drive and four-wheel drive pickup trucks, full size four-wheel drive pickup trucks, cab-and-chassis trucks, passenger van, compact and mid-size sport utility vehicles, all-wheel drive mid-size sedans, and hybrid sedans. The bid was distributed via the County’s e-Procurement system to fifty potential bidders and was also posted on the County’s website. Eighteen bidders viewed the bid and a total of four responsive bids were received.

The bids were evaluated on the unit pricing offered for each bid package, applicable sales tax, tire fees, electronic filing charge to register and title each vehicle with the State of California, and compliance with the bid specifications, terms, and conditions. Prompt payment discounts and local vendor preference were considered during the award evaluation and local vendor preference affected the outcome of the award for Bid Package 7. The bid evaluation shows that Future Ford Lincoln is the lowest responsive bidder for a total of twelve vehicles in the total amount of $394,752. Future Nissan is the lowest responsive bidder for a total of seventeen vehicles in the total amount of $480,109. Winner Chevrolet is the lowest responsive bidder for a total of one vehicle in the total amount of $31,540. Procurement further compared the bid responses with a State of California contract and determined that Selma Nissan is lower for Bid Packages 1 and 2 utilizing State of California Contract No. 1-18-23-20G. Procurement Policy Section 3.5A permits the use of contracts awarded by another public agency, provided the contract was competitively bid and awarded. The State of California contract awarded to Selma Nissan meets this criterion.

This award supports the Critical Success Factor of improved economic engagement with the local vendors that will receive a portion of this award, and supports financial planning by the scheduled replacement of these essential assets.

Occasionally the County has a need to replace one or more vehicles during the fiscal year after the annual vehicle bid has been awarded. Procurement Services recommends authorizing the Purchasing Manager to sign purchase orders for such purchases, provided the requests are
appropriately budgeted and have been previously approved by your Board to be added to the Fiscal Year 2018-19 Master Fixed Asset List. This action will allow Procurement to more efficiently accommodate these types of requests and may avoid the possibility of missing a manufacturer order cut-off date.

Therefore, your Board’s approval is required to award Bid No. 100107 and issue purchase orders for these vehicles in the maximum aggregate amount of $1,173,928.

FISCAL IMPACT
These expenditures are included in the Department of Public Works’ FY 2018-19 Fleet Services Final Budget and all of the requested vehicles are included in the FY 2018-19 Master Fixed Asset List.