

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager *BW*
DATE: April 22, 2014
SUBJECT: Vanpool Vehicle Leases – VPSI Inc. and Enterprise Holdings

RECOMMENDATION

1. Approve Change Order No. 2 to Blanket Purchase Order No. 20270 with VPSI Inc. of Troy, MI for leasing vanpool vehicles for the County's vanpool program to extend the effective date to June 30, 2014 and increase the BPO by \$55,000 resulting in a new maximum amount of \$259,200;
2. Approve the award of competitive Bid No. 10324 to Enterprise Holdings of San Leandro, CA for leasing vanpool vehicles for the County's vanpool program on behalf of the Department of Public Works Transit Division in the maximum amount of \$471,000 for the period of July 1, 2014 to June 30, 2017;
3. Approve the option to renew the resulting blanket purchase order on a year-to-year basis for two additional one-year terms provided that each renewal amount does not exceed 10 percent in aggregate of the recommended maximum amount of \$471,000; and
4. Authorize the Purchasing Manager to sign the resulting blanket purchase orders.

BACKGROUND

On January 21, 2014 your Board approved Change Order No. 1 to Blanket Purchase Order (BPO) No. 20270 which extended the BPO effective date through March 31, 2014 and increased the BPO amount by \$48,000 resulting in a new maximum amount of \$204,200. BP020270 represents the second renewal of competitive Bid No. 9830 for leasing full size passenger vans for the County's Vanpool Program with VPSI Inc. The County's Vanpool Program is administered by the Department of Public Works (DPW) – Transit Division for Placer County commuters.

During the extension period, Procurement Services developed Invitation for Bids No. 10324 to solicit competitive bids for a new lease agreement for vanpool vehicles. The bid was distributed via the County's e-Procurement platform, Public Purchase, to forty-five potential bidders and was posted on the County's website. Sixteen vendors accessed the bid online and a total of two responsive bids were received. The bids were evaluated based on the total costs for the first three years of leasing various types of vanpool vehicles and compliance with the bid specifications, terms, and conditions. Procurement recommends awarding Bid No. 10324 to the lowest responsive bidder, Enterprise Holdings. Attachment A summarizes the recommended award.

AWARD RECOMMENDATION

Therefore, your Board's approval is required to award a BPO to Enterprise Holdings in the maximum aggregate amount of \$471,000 for the period of July 1, 2014 through June 30, 2017 as the result of competitive Bid No. 10324.

In order to execute a smooth and seamless transition from the current vendor to the new vendor, BP020270 with VPSI Inc. will need to be extended through June 30, 2014. DPW estimates that an additional \$55,000 will be needed to support the department's vanpool vehicle requirements through June 30, 2014. The requested increase exceeds the Purchasing Manager's signature authority. Therefore, your Board's approval is required to process a change order to increase BP020270 in the amount of \$55,000.

FISCAL IMPACT

Upon your Board's approval, BP020270 will be extended to June 30, 2014 and increased by \$55,000 to a new maximum amount of \$259,200, and a new BPO will be awarded to Enterprise Holdings in the maximum amount of \$471,000 for the period July 1, 2014 through June 30, 2017. The department has advised that these purchases will be funded by Transit Development Act revenue, with no net County cost.

Attachment A - Recommended Award

cc: Cynthia Taylor, Senior Administrative Services Officer – Public Works
Will Garner, Manager-Transit Services – Public Works



COUNTY OF PLACER, AUBURN, CA
BID EVALUATION & AWARD RECOMMENDATION

Bid No. 10324
Title: Vanpool Services
Due Date: 1/24/14 @ 2:30:00 PM (Pacific)

Buyer Name/Phone: Jon Manning, 530-889-4290

(Recommended award is highlighted)

Name of Firm City/State		Enterprise Holdings San Leandro CA		vRide Inc San Diego CA						
Contact Person Telephone Email		Connie McGee 510-877-5472 connie.mcgee@erac.com		Crissy Dittmore 907-727-1312 crissy.dittmore@vride.com						
LVP Certified? ⁽¹⁾ Invoice Terms ⁽²⁾		No Net 30		No Net 30						
Item No.	Item Description	Qty.	Unit Price Per Month - Year 1	Unit Price Per Month - Year 2	Unit Price Per Month - Year 3	Extension	Unit Price Per Month - Year 1	Unit Price Per Month - Year 2	Unit Price Per Month - Year 3	Extension
CATEGORY 1 - 8 PASSENGER VAN PRICING										
1.1	Up to and including 1,000 Miles		800.00	800.00	800.00	0.00	809.00	825.00	841.00	0.00
1.2	Up to and including 1,500 Miles		800.00	800.00	800.00	0.00	869.00	894.00	909.00	0.00
1.3	Up to and including 2,000 Miles	2	850.00	850.00	850.00	81,200.00	959.00	987.00	1,007.00	70,872.00
1.4	Up to and including 2,500 Miles	1	900.00	900.00	900.00	32,400.00	1,109.00	1,142.00	1,159.00	40,920.00
1.5	Up to and including 3,000 Miles	1	950.00	950.00	950.00	34,200.00	1,279.00	1,317.00	1,343.00	47,268.00
1.6	Up to and including 3,500 Miles		1,050.00	1,050.00	1,050.00	0.00	1,429.00	1,489.00	1,499.00	0.00
1.7	Excess Mileage Charge for 8 Passenger Van	500	0.15	0.15	0.15	2,700.00	0.00	0.00	0.00	0.00
SUBTOTAL FOR CATEGORY 1:						130,500.00				159,060.00
CATEGORY 2 - 10 PASSENGER VAN PRICING										
2.1	Up to and including 1,000 Miles		900.00	900.00	900.00	0.00	909.00	936.00	954.00	0.00
2.2	Up to and including 1,500 Miles		900.00	900.00	900.00	0.00	979.00	1,008.00	1,027.00	0.00
2.3	Up to and including 2,000 Miles		1,000.00	1,000.00	1,000.00	0.00	1,049.00	1,079.00	1,200.00	0.00
2.4	Up to and including 2,500 Miles	1	1,030.00	1,030.00	1,030.00	37,080.00	1,239.00	1,275.00	1,300.00	45,768.00
2.5	Up to and including 3,000 Miles		1,050.00	1,050.00	1,050.00	0.00	1,429.00	1,489.00	1,498.00	0.00
2.6	Up to and including 3,500 Miles		1,150.00	1,150.00	1,150.00	0.00	1,609.00	1,657.00	1,689.00	0.00
2.7	Excess Mileage Charge for 10 Passenger Van	500	0.15	0.15	0.15	2,700.00	0.00	0.00	0.00	0.00
SUBTOTAL FOR CATEGORY 2:						39,780.00				45,768.00
CATEGORY 3 - 12 PASSENGER VAN PRICING										
3.1	Up to and including 1,000 Miles		900.00	900.00	900.00	0.00	929.00	956.00	974.00	0.00
3.2	Up to and including 1,500 Miles		900.00	900.00	900.00	0.00	999.00	1,028.00	1,048.00	0.00
3.3	Up to and including 2,000 Miles	1	1,000.00	1,000.00	1,000.00	36,000.00	1,089.00	1,121.00	1,143.00	40,236.00
3.4	Up to and including 2,500 Miles	1	1,030.00	1,030.00	1,030.00	37,080.00	1,269.00	1,306.00	1,331.00	46,872.00
3.5	Up to and including 3,000 Miles	1	1,050.00	1,050.00	1,050.00	37,800.00	1,469.00	1,512.00	1,542.00	54,276.00
3.6	Up to and including 3,500 Miles		1,150.00	1,150.00	1,150.00	0.00	1,629.00	1,677.00	1,710.00	0.00
3.7	Excess Mileage Charge for 12 Passenger Van	500	0.15	0.15	0.15	2,700.00	0.00	0.00	0.00	0.00
SUBTOTAL FOR CATEGORY 3:						113,580.00				141,384.00
CATEGORY 4 - 14 PASSENGER VAN PRICING										
4.1	Up to and including 1,000 Miles		900.00	900.00	900.00	0.00	959.00	988.00	1,007.00	0.00
4.2	Up to and including 1,500 Miles		900.00	900.00	900.00	0.00	1,029.00	1,060.00	1,081.00	0.00
4.3	Up to and including 2,000 Miles	1	1,000.00	1,000.00	1,000.00	36,000.00	1,129.00	1,163.00	1,186.00	41,736.00
4.4	Up to and including 2,500 Miles		1,030.00	1,030.00	1,030.00	0.00	1,319.00	1,358.00	1,385.00	0.00
4.5	Up to and including 3,000 Miles	1	1,050.00	1,050.00	1,050.00	37,800.00	1,519.00	1,564.00	1,595.00	56,136.00
4.6	Up to and including 3,500 Miles		1,150.00	1,150.00	1,150.00	0.00	1,709.00	1,760.00	1,795.00	0.00
4.7	Excess Mileage Charge for 14 Passenger Van	500	0.15	0.15	0.15	2,700.00	0.00	0.00	0.00	0.00
SUBTOTAL FOR CATEGORY 4:						76,500.00				97,872.00
CATEGORY 5 - WHEELCHAIR ACCESSIBLE VAN PRICING										
5.1	Up to and including 1,000 Miles	1	1,000.00	1,000.00	1,000.00	36,000.00	1,209.00	1,236.00	1,254.00	44,388.00
5.2	Up to and including 1,500 Miles		1,000.00	1,000.00	1,000.00	0.00	1,279.00	1,308.00	1,327.00	0.00
5.3	Up to and including 2,000 Miles		1,050.00	1,050.00	1,050.00	0.00	1,349.00	1,379.00	1,500.00	0.00
5.4	Up to and including 2,500 Miles		1,100.00	1,100.00	1,100.00	0.00	1,539.00	1,575.00	1,600.00	0.00
5.5	Up to and including 3,000 Miles		1,150.00	1,150.00	1,150.00	0.00	1,729.00	1,769.00	1,798.00	0.00
5.6	Up to and including 3,500 Miles		1,250.00	1,250.00	1,250.00	0.00	1,909.00	1,957.00	1,989.00	0.00
5.7	Excess Mileage Charge for Wheelchair Accessible Van	500	0.15	0.15	0.15	2,700.00	0.00	0.00	0.00	0.00
SUBTOTAL FOR CATEGORY 5:						38,700.00				44,388.00
(1) Local Vendor Preference is granted to those firms who file an LVP Affidavit with the County prior to the close of the bid.						Subtotal 399,060.00	Subtotal 488,472.00			
						LVP 0.00	LVP 0.00			
						Prompt Pay Disc 0.00	Prompt Pay Disc 0.00			
(2) Invoice Terms of less than 10 days were not considered in this evaluation.						Ref. Price \$399,060.00	Ref. Price \$488,472.00			

EVALUATION NOTES: vRide Inc. took several exceptions to the bid's General Terms and Conditions, Supplemental Terms and Conditions, Insurance Requirements, and Scope of Work. Additionally vRide Inc. does not have access to a 14-passenger van and is offering a 13-passenger van instead.

EVALUATION SUMMARY - LISTED BY LOW BIDDER:

1-	Enterprise Holdings	\$ 399,060.00
2-	vRide Inc	\$ 488,472.00