



# Agenda Report

December 9, 2019

**TO:** Honorable Mayor and City Council  
**FROM:** Water and Power Department  
**THROUGH:** Finance Committee (December 9, 2019)  
**SUBJECT: AUTHORIZATION TO ENTER INTO A PURCHASE ORDER CONTRACT WITH FRITTS FORD TO FURNISH AND DELIVER TWO FLATBED TRUCKS FOR AN AMOUNT NOT TO EXCEED \$291,000**

## **RECOMMENDATION:**

We recommend that the City Council:

1. Find that the proposed action is exempt from the California Environmental Quality Act ("CEQA") in accordance with Section 15061(b)(3), the Common Sense Exemption that CEQA only applies to projects that have the potential for causing a significant effect on the environment; and
2. Accept the bid dated November 12, 2019, submitted by Warren Anderson Ford, dba Fritts Ford ("Fritts Ford"), in response to specifications to furnish and deliver Class 5 Custom Flatbed Work Trucks for the Water and Power Department ("PWP") and authorize a purchase order contract with Fritts Ford for an amount not to exceed \$291,000; and
3. Amend PWP's Fiscal Year ("FY") 2020 Operating Budget with an appropriation of \$291,000 from the unappropriated fund balance of the Water Capital Fund 412.

## **BACKGROUND:**

The PWP Water Division performs routine and emergency operations, maintenance, and construction for the City's water production, treatment, and distribution systems. Regular gate valve exercising is fundamental to the successful isolation of portions of the water distribution system during water main failures, leak repairs or water main replacement projects. The proposed Class 5 custom flatbed trucks will be outfitted with existing gate valve equipment from the current vehicles. These equipped gate valve trucks are foundational for the unidirectional flushing program, which is intended to extend the useful life of distribution mains and valves.

The two vehicles currently in service are approximately 13 years of age and have exceeded their useful lives. They will be declared surplus and disposed of according to City policy. A FY 2019 competitively bid purchase order was issued for the gate valve

truck replacements. However, after the vendor failed to deliver the vehicles and canceled the purchase order, a new contract could not be secured by the end of FY 2019 and a new bid process was initiated in FY 2020. The recommended purchase order is with a different vendor than the FY 2019 canceled purchase order. The new trucks replace the following vehicles, each of which have been driven an average of approximately 119,000 miles and with average accrued maintenance costs of approximately \$89,000.

Vehicle	Age	Approximate Miles Driven	Approximate Cumulative Operating Costs
2006	12	112,000	\$82,000
2215	13	126,000	\$95,000

On October 17, 2019, a Notice Inviting Bids was advertised in the Pasadena Journal and posted online through Planet Bids. The bid results are as follows.

Number of Vendors Notified	Number of Local Vendors Notified	Number of Vendors That Downloaded Bid
405	31	17

Bidder	Unit Price	Total Amount (includes 10.25% sales tax + tire fee)
Fritts Ford, Riverside, CA	\$131,866.00	\$290,789.03
South Bay Ford, Inc., Hawthorne, CA <i>Bid Withdrawn December 4, 2019</i>	\$120,317.52	\$265,324.64

It is recommended that the City Council accept the bid submitted by Fritts Ford and award a purchase order contract for an amount not to exceed \$291,000. The proposed purchase order contract complies with Competitive Bidding and Purchasing Ordinance P.M.C. 4.08 and the rules and regulations promulgated thereunder. There are no vendors in the City that can provide this equipment.

Fritts Ford has previously participated in the City's competitive bidding processes and has been awarded five purchase order contracts by the City totaling approximately \$634,000 since 2012.

**COUNCIL POLICY CONSIDERATION:**

Providing PWP crews with vehicles needed to perform their duties is consistent with the Public Facilities Element of the General Plan and supports the City Council's goal to improve, maintain and enhance public facilities infrastructure, and implement capital improvements that maintain and rehabilitate infrastructure.

**ENVIRONMENTAL ANALYSIS:**

The proposed purchase complies with all South Coast Air Quality Management District ("SCAQMD") rules and regulations for engine emissions and clean air standards in the South Coast Air Basin. The purchase also complies with the SCAQMD fleet vehicle rule 1191 Clean On Road Light- and Medium-Duty Public Passenger Fleet Vehicles and with the California Air Resources Board rules. These vehicles meet the requirements of the Federal Emissions Standard rule 13 CCR 1956.1 issued by California Air Resources Board executive order A-010-11783-1 signed on February 28, 2012. The proposed action has been determined to be exempt from environmental review pursuant to State CEQA Guidelines Section 15061(b)(3), the common sense exemption (formerly the general rule) that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

**FISCAL IMPACT:**

The maximum cost of this action is \$291,000. Funding for this action will be addressed by an increase in appropriations in the Water Capital Fund 412, Automotive Equipment account (49506732-850510-01500-53417-49506732-850500) in the amount of \$291,000.

Indirect and support costs such as maintenance, repair and fuel costs are anticipated to be approximately \$80,000 per vehicle over the 10-year life span of the vehicle and will be addressed annually in the operating budget.

Respectfully submitted,



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