



Agenda Report

December 16, 2019

TO: Honorable Mayor and City Council
FROM: Department of Public Works
SUBJECT: AUTHORIZE PURCHASE ORDER CONTRACT WITH HUNTINGTON BEACH MOTORSPORTS, INC. FOR AS-NEEDED LABOR AND REPAIR ON HONDA POLICE MOTORCYCLES FOR A NOT-TO-EXCEED AMOUNT OF \$450,000

RECOMMENDATION:

It is recommended that the City Council:

1. Find that this action is exempt under the California Environmental Quality Act (CEQA) in accordance with Section 15061(b)(3), the General Rule that CEQA only applies to projects that may have an effect on the environment; and
2. Accept the bid dated November 26, 2019 submitted by Huntington Beach Motorsports, Inc., doing business as Huntington Beach Honda (HBH), in response to specifications for as-needed Honda police motorcycle repair and maintenance, and authorize the issuance of a purchase order contract with HBH in an amount not to exceed \$450,000 over a three-year period with the option of two one-year extensions in the annual amount of \$150,000, at the discretion of the City Manager, for a maximum total contract length of five years and a total contract amount of \$750,000.

BACKGROUND:

The Department of Public Works, Building Systems and Fleet Management Division (BSFMD) is responsible for the repair and maintenance of the City's fleet, including police motorcycles. The Traffic Section of the Pasadena Police Department utilizes a fleet of 17 motorcycles on a daily basis for traffic management, traffic enforcement, response to calls for service, and emergency response to critical incidents. In order to ensure that these vehicles receive necessary repairs and maintenance in a timely manner, BSFMD utilizes labor from qualified contractor(s) on an as-needed basis.

On October 31, 2019, a Notice Inviting Bids for Honda Police Motorcycle Repair and Maintenance was published in the *Pasadena Journal* and posted on Planet Bids, which

generated notices to 446 vendors. Six vendors downloaded the bid documents and none were local. Per the bid specifications, bidders were asked to provide an hourly labor rate that they would charge the City for repairs on Honda motorcycles. Additionally, bidders were asked to provide unit prices for Original Equipment Manufactured parts expected to be included in repair orders.

Three bids were received by the bid closing date of November 26, 2019. The bid result is as follows:

Bidder		Amount (\$)
1. Huntington Beach Motorsports (HBH)	Huntington Beach, CA	\$140,690.60
2. Glendale Honda	Glendale, CA	NON-RESPONSIVE
3. Temple City Powersports	Temple City, CA	NON-RESPONSIVE

Staff evaluated the bid proposals and determined HBH to be a responsive and responsible bidder. The City has done business with HBH in the past, spending approximately \$475,000 since 2015 for the purchase of motorcycles, parts, and service.

BSFMD spends approximately \$121,000 annually on Honda motorcycle parts, services, and repairs. Based on increases in repair and maintenance needs, staff recommends that the City Council authorize a purchase order contract with HBH for as-needed Honda motorcycle repair and maintenance, for a three year period in an amount not-to-exceed \$450,000. The contract may be extended for two additional one-year extensions not-to-exceed \$150,000 annually, subject to the approval of the City Manager and without further City Council approval, provided that the contract pricing terms remain the same.

COUNCIL POLICY CONSIDERATION:

By providing the Police Department with properly functioning equipment to perform its function, the proposed purchase furthers the City Council's Strategic Plan goals to ensure public safety, increase conservation and sustainability, and maintain fiscal responsibility and stability.

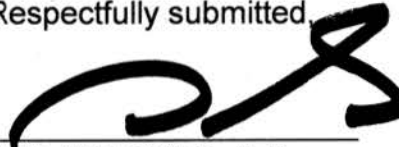
ENVIRONMENTAL IMPACT:

This purchase complies with all South Coast Air Quality Management District rules and regulations for engine emissions and clean air standards in the South Coast basin.

FISCAL IMPACT:

The cost of this action is \$450,000. Funding for this action will be addressed by the utilization of existing budgeted appropriations in the Fleet Maintenance Fund, budget account 51122058-823600.

Respectfully submitted,



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Director of Public Works

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Approved by:



STEVE MERMELL
City Manager