

Agenda Report

August 21, 2017

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: PURCHASE ORDER CONTRACT AWARD TO SOUTHERN CALIFORNIA FLEET SERVICES, INC. FOR AS-NEEDED LABOR AND REPAIR ON SEAGRAVE LADDER TRUCKS AND PUMPER ENGINES FOR A NOT-TO-EXCEED AMOUNT OF \$375,000

RECOMMENDATION:

It is recommended that the City Council:

1. Find that this action is exempt from 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. i) Accept the bid dated July 11, 2017 submitted by Southern California Fleet Services, Inc. in response to specifications for Authorized Fire Apparatus Labor and Repair Service ii) reject all other bids, and iii) authorize the issuance of a purchase order contract with Southern California Fleet Services, Inc. in an amount not to exceed \$375,000 over a three-year period with the option for two additional one-year terms in the annual amount of \$125,000, at the discretion of the City Manager, for a maximum total contract length of five years and a total contract amount of \$625,000.

BACKGROUND:

The Department of Public Works, Building Systems and Fleet Management Division (BSFMD) repairs and maintains the City's fleet. The Pasadena Fire Department operates eight front line pumper engines, six of which are manufactured by Seagrave, as well as two front line ladder trucks and one reserve ladder truck which are manufactured by Seagrave. While City employees perform a range of maintenance and repairs on fleet vehicles, BSFMD outsources specialized and highly technical work to a vendor on an as-needed basis to ensure timeliness of repairs. Using an outside vendor will not eliminate work performed by City employees but is in addition to that ongoing work. On June 22, 2017, a Notice Inviting Bids for Authorized Fire Apparatus Labor and

Repair Service was published in the *Pasadena Journal* and posted on the City's website, which generated notices to 440 vendors. Seven 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 Seagrave ladder trucks and pumper engines. Additionally, bidders were asked to provide unit prices for Original Equipment Manufactured parts expected to be included in repair orders. Two vendors submitted bids by the bid closing date of July 18, 2017. The bid results are as follows:

Bidder		Amount (\$)
1. Southern California Fleet Services, Inc.	Corona, CA	\$82,927.01
2. Fire Apparatus Solutions	Rialto, CA	\$93,305.60

The bid proposals were evaluated by BSFMD staff and Southern California Fleet Services, Inc. was found to be the lowest responsive and responsible bidder. Contracting with Southern California Fleet Services, Inc. will allow specialty work to be performed. The City has previously done business with Southern California Fleet Services, Inc., spending approximately \$456,000 with this vendor since 2013.

Based on prior years' actual expenditures, staff estimates an annual purchase order contract authorization of \$125,000 will be needed. The Department of Public Works recommends that the City Council authorize a purchase order contract with Southern California Fleet Services, Inc. for as-needed Seagrave service and repairs, for a three year period in an amount not-to-exceed \$375,000. The contract may be extended for two additional one-year terms not-to-exceed \$125,000 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:

Approval of this contract award addresses the City Council's goals of maintaining fiscal responsibility and stability and ensuring public safety.

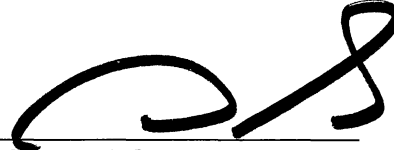
ENVIRONMENTAL IMPACT:

This purchase complies with all South Coast Air Quality Management District (SCAQMD) rules and regulations.

FISCAL IMPACT:

The total cost of this action is \$375,000. Funding for this fiscal year will be addressed by utilization of existing budgeted appropriations in the Fleet Maintenance operating budget account 811400-50322059.

Respectfully submitted,



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Director of Public Works

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Approved by:


STEVE MERMELL
City Manager