



STAFF REPORT

AGENDA NO: 8g

MEETING DATE: February 3, 2020

To: Honorable Mayor and City Council

Date: Monday, February 3, 2020

**From: Syed Murtuza, Director of Public Works – (650) 558-7230
Rob Mallick, Deputy Director of Public Works Operations – (650) 558-7673**

Subject: Adoption of a Resolution Approving the Procurement of Vehicles for the City's Fleet System in the Amount of \$163,189

RECOMMENDATION

Staff recommends that the City Council adopt the attached resolution to purchase four vehicles/equipment for the City's fleet system in the amount of \$163,189.

BACKGROUND

The Fleet Division is part of the Public Works Department and provides vehicle maintenance services for City-owned vehicles and equipment. The Fleet Division maintains approximately 115 vehicles and 137 pieces of equipment for various City departments and divisions including Police, Public Works, Parks & Recreation, Library, Code Enforcement, and Community Development. The Division is also responsible for maintaining a sustainable Vehicle Replacement Program to ensure all City vehicles/equipment are in good working condition.

DISCUSSION

As part of the Vehicle Replacement Program, staff identified four vehicles for replacement that have reached the end of their useful life. Staff solicited bids for the procurement of all four vehicles with local dealerships in Burlingame and through Sourcewell, which is a national procurement hub for government agencies. The local dealerships declined to submit bids as they were unable to provide the requested vehicle makes and models.

Staff secured the lowest responsible bid for the four vehicles from the National Auto Fleet Group through the Sourcewell procurement process. Burlingame has been a member of Sourcewell since 2008. The Sourcewell procurement is leveraged by cities and public agencies nationally and satisfies the City's competitive bid requirements. These cooperative contract purchasing opportunities present both time and money savings for their users by consolidating numerous individually prepared solicitations to one cooperatively shared process.

The following are the low bid prices for four vehicles/equipment as provided by National Auto Fleet Group through Sourcewell:

- Two Ford Fusion Energi Plug-in Hybrid Electric Vehicles (PHEV) at the bid price of \$72,430
- One Ford F-350 Super Duty Truck with Tommy Lift Gate at the bid price of \$43,259
- One Ford F-350 Super Duty Dump Truck at the bid price of \$47,500

Staff selected the two Ford Fusion Energi PHEV's in keeping with the City's Climate Action Plan and commitment to lower greenhouse gases. PHEV's have the ability to operate on electric power until the battery charge is depleted; at that point, the internal combustion engine is automatically engaged. The Ford Fusion Energi PHEV model is capable of traveling up to 26 miles in full electric mode.

Unfortunately, there are no electric or hybrid powered trucks available to purchase in the Cooperative Procurement Purchasing Contract or in the marketplace. The trucks are available only in a gasoline configuration. As such, staff has selected the Ford F-350 Super Duty truck for this procurement.

Staff requests that the City Council approve the procurement of the four vehicles referenced above for a total amount of \$163,189 from National Auto Fleet Group.

FISCAL IMPACT

The City Council has previously approved funding for the replacement of the identified vehicles as part of the FY 2019/20 budget in the Equipment Maintenance Replacement Fund.

Exhibits:

- Resolution
- Bids