



City of Culver City

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Staff Report Details (With Text)

File #: 24-502 **Version:** 1 **Name:**

Type: Minute Order **Status:** Consent Agenda

File created: 11/20/2023 **In control:** City Council Meeting Agenda

On agenda: 12/11/2023 **Final action:**

Title: CC - CONSENT ITEM: Approval of a Purchase Order with National Auto Fleet Group for the Purchase of One New Vehicle for the Transportation Department in an Amount Not-to-Exceed \$76,705.58.

Sponsors:

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Attachments:

Date	Ver.	Action By	Action	Result
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CC - CONSENT ITEM: Approval of a Purchase Order with National Auto Fleet Group for the Purchase of One New Vehicle for the Transportation Department in an Amount Not-to-Exceed \$76,705.58.

Meeting Date: December 11, 2023

Contact Person/Dept: Allison Cohen/Transportation Department

Phone Number: (310)253-6543

Fiscal Impact : Yes No

General Fund: Yes No

Attachments: Yes No

Public Notification: (E-Mail) Meetings and Agendas - City Council (12/05/2023)

Department Approval: Diana Chang, Chief Transportation Officer (11/21/2023)

RECOMMENDATION

Staff recommends the City Council approve a purchase order with National Auto Fleet Group for the purchase of one new vehicle for the Transportation Department in an amount not-to-exceed \$76,705.58.

BACKGROUND/DISCUSSION

Culver CityBus operates a fleet of 54 vehicles transporting more than 12,000 customers daily across

a 25.5 square mile service area. In support of that operation, the Transportation Department's Fleet Services Division utilizes a fleet of three service vehicles: one to aid in the cleaning, maintenance, and repair of bus stops, and two to transport technicians, tools, and equipment in the event that roadside assistance is required.

In accordance with the United States Code of Federal Regulations Title 49 Part 625, each vehicle, as well as other assets for which the Transportation Department has a capital responsibility, are included in Culver City's Transit Asset Management Plan (TAM Plan) and their performance is tracked annually to ensure that they can be safely and efficiently kept in service in a state of good repair. Each vehicle is assigned a useful life benchmark by which performance targets are measured. These targets, while typically based on asset age, consider how long it is cost effective to operate an asset before ongoing maintenance costs outweigh replacement costs.

In Fiscal Year 2023-2024, the Transportation Department budgeted to replace Shop Vehicle #20111, a 2008 Ford F350 that has reached the end of its useful life. After developing specifications for the new service vehicle, staff reviewed numerous options from various manufacturers, and staff evaluated each manufacturer's current offerings based on price, value, and ability to meet the operational needs of the City and determined that a three-quarter-ton pickup truck manufactured by Ford Motor Company would best meet the requirements of the Department. Staff then conducted an independent analysis of the zero-emission truck market but found that no options with gross vehicle weight ratings exceeding 9,990 pounds are commercially available today. Staff recommends that a purchase order be approved with National Auto Fleet Group in the amount of \$76,705.58, including sales tax, delivery fees and any modifications charges, for the procurement of a 2023 Ford F250 as a suitable replacement service vehicle.

Pursuant to Culver City Municipal Code Section 3.07.055.G, the purchase of equipment, goods and supplies is exempt from formal competitive bidding requirements when competitive bid procedures have already been utilized by the City or another public agency or non-profit entity whose main purpose is to help public agencies make purchases; provided, the equipment, goods or supplies are supplied to the City at the same or better price, as was obtained through the competitive bid procedures of that entity. Staff was able to secure competitive pricing from National Auto Fleet Group through Sourcewell (formerly known as the National Joint Powers Alliance) Contract #120716-NAF. Sourcewell is a service cooperative created by the Minnesota legislature as a local unit of government (Minn. Const. art. XII, sec. 3) that works to streamline the procurement process by developing requests for proposals and invitations for bids for national, competitive solicitations that meet or exceed local requirements.

FISCAL ANALYSIS

Sufficient funding for this project has been included in the Adopted Budget for Fiscal Year 2023-2024 in CIP No. 20380000.732120.PB011 (Municipal Bus Fund - Transportation Vehicles).

ATTACHMENTS

None.

MOTION

That the City Council:

1. Approve a purchase order with National Auto Fleet Group for the purchase of one 2023 Ford F350 in an amount not-to-exceed \$76,705.58; and
2. Authorize the Purchasing Officer to execute such purchase order on behalf of the City.