



**MEMORANDUM  
ADMINISTRATIVE SERVICES  
PROCUREMENT DIVISION  
County of Placer**

TO: Board of Supervisors  
FROM: Brett Wood, Purchasing Manager  
SUBJECT: Annual Fleet Vehicle Purchases – Future Ford Lincoln and Winner Chevrolet

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**ACTION REQUESTED**

Approve the award of competitive Bid No. 10677 to Future Ford Lincoln of Roseville, CA and Winner Chevrolet of Colfax, CA, for the purchase of twenty-seven various types of fleet vehicles in the maximum aggregate amount of \$764,302, funded by revenue collected from replacement funds with no net County cost.

Authorize the Purchasing Manager to sign all related documents for the vehicles specified in Bid No. 10677, as well as requests to purchase additional vehicles of the same type as listed in Bid No. 10677 within Fiscal Year 2017-18 contingent upon the requests being appropriately budgeted and included on the Fiscal Year 2017-18 Master Fixed Asset List.

**BACKGROUND**

The Department of Public Works and Facilities (DPWF) submitted requests to purchase various types of fleet vehicles. The Procurement Services Division developed Bid No. 10677 to solicit competitive bids for the vehicles requested by DPWF. The bid requested pricing for a full size four-wheel drive pickup truck, cab-and-chassis trucks, mini and full size cargo vans, compact and mid-size sport utility vehicles (SUV), all-wheel drive mid-size sedans, and hybrid sedans. The bid was distributed via the County's e-Procurement system to eighty-three potential bidders and was also posted on the County's website. Fourteen bidders viewed the bid and a total of four responsive bids were received.

The bids were evaluated on the unit pricing offered for each bid package, electronic filing charge to register and title each vehicle with the State of California, and compliance with the bid specifications, terms, and conditions. Prompt payment discounts and local vendor preference were considered during the award evaluation and affected the outcome of the award Bid Packages 2 and 4. The bid evaluation shows that Future Ford Lincoln is the lowest responsive bidder for a total of twenty-five vehicles in the total amount of \$698,647 and Winner Chevrolet is the lowest responsive bidder for a total of two vehicles in the total amount of \$65,655.

Occasionally the County has a need to replace one or more vehicles during the fiscal year after the annual vehicle bid has been awarded. Procurement Services recommends authorizing the Purchasing Manager to sign purchase orders for such purchases, provided the requests are appropriately budgeted and have been previously approved by your Board to be added to the Fiscal Year 2017-18 Master Fixed Asset List. This action will allow Procurement to more efficiently accommodate these types of requests and may avoid the possibility of missing a manufacturer order cut-off date.

Therefore, your Board's approval is required to award Bid No. 10677 and issue purchase orders for these vehicles in the maximum aggregate amount of \$764,302, including sales tax and tire fees.

**FISCAL IMPACT**

These expenditures are included in the Department of Public Works and Facilities' FY 2017-18 Fleet Services Final Budget and all of the requested vehicles are included in the FY 2017-18 Master Fixed Asset List.

cc: Ken Grehm, Director of Public Works and Facilities  
Cynthia Taylor, Administrative and Fiscal Operations Manager  
Chuck Gordon, Fleet Operations Manager