

Legislation Text

File #: #18-263, **Version:** 1

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DATE OF MEETING: 07/16/18

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING THE PURCHASE OF ONE (1) FULLY EQUIPPED FORD EXPLORER 4x2 XLT FOR A TOTAL COST OF \$34,400.11, FOR USE BY STAFF IN THE CITY MANAGER/CITY CLERK OFFICE

RECOMMENDATION

Adopt Resolution

COMPLIANCE STATEMENTS

The purchase of a vehicle for the City Manager's Office does not directly relate to a specific item in the FY2018/19 City Council Priority Workplan, effective November 1, 2017, but the purchase will allow staff in the City Manager's/City Clerk's Office to move about the City more efficiently in order to provide services to the community.

CEQA Compliance Statement

This is not a project as defined by CEQA.

BACKGROUND

Staff has researched available vehicles and has found a vehicle which meets the City's requirements available through the State of California CMAS Cooperative Purchase Program. Pursuant to San Pablo Municipal Code section 3.16.110(E), purchases through the CMAS program do not require the City to conduct a public bid as it is under an existing government contract that followed a competitive process already (State of California Contract 1-16-23-23A). Although Municipal Code section 3.16.100(C) provides a preference for small local businesses in San Pablo when not contrary to federal or state law, there are no local dealerships for the needed vehicle.

Staff is recommending that the City Council authorize the purchase of one (1) Ford Explorer at this time for the 2018 model year so that staff can complete the purchase as soon as possible. The vehicle is intended for use by staff in the City Manager's and City Clerk's office.

Note: Due to the recent amendment of the City Manager's employment agreement on June 17, 2018 per City Council Resolution 2018-088, the City Manager is not authorized to use City vehicles for City business purposes. Therefore, this new vehicle procurement, if approved by the City Council, will be assigned to the City Manager's Office for authorized City business use by CMO staff only, excluding the City Manager.

FISCAL IMPACT

The total cost of the one vehicle with equipment installation (including sales tax, tire tax, and transportation fees) is \$32,762.01, with an available five percent contingency amount of \$1,638 to cover any unanticipated cost increases for a total authorization of \$34,400.11, which will be paid from City Manager Contingency for FY2018/19 (100-1310-44444).

Attachment: Downtown Ford of Sacramento Estimate