Council Meeting of
October 28, 2008

Honorable Mayor and Members
of the City Council
City Hall
Torrance, California

Members of the Council:

SUBJECT: General Services – Renewal of Purchasing Agreement; Ford brand repair parts for passenger vehicles, light trucks, and emergency vehicles.

Expenditure: Not to exceed $65,000.00

RECOMMENDATION

Recommendation of the General Services Director that the City Council authorize a renewal agreement with Power Ford of Torrance, California, in an amount not to exceed $65,000.00, to purchase Ford brand repair parts for passenger vehicles, light trucks, and emergency vehicles on an "as needed" basis, effective October 28, 2008 through October 27, 2009.

FUNDING

Funding for purchase of automotive repair parts is available in the FY2008-2009 and FY2009-2010 Fleet Services Operating Budget (Warehouse inventory account).

BACKGROUND

The Fleet Services Division requires Ford brand original equipment manufacturer (OEM) vehicle repair parts in order to repair brakes, ignition systems, suspensions, and other mechanical components on the City's fleet of Ford brand passenger vehicles, light trucks, and emergency vehicles. It is vital that these repair parts be delivered to the Fleet Services Garage within a few hours after the order is placed. This ensures that the vehicles being repaired are returned to the user Department in an expedient manner, thus minimizing disruption of vital public services.

ANALYSIS

In 2007 staff solicited quotations for these parts from three (3) local Ford dealerships. The quotations requested pricing based on a representative list comprised of the City's most commonly used Ford repair parts and a two (2) year renewal option with terms, conditions and pricing remaining the same in the second year. Power Ford was ultimately awarded the current PO #2008-857.

Staff is now requesting that Council approve the second year renewal option with Power Ford in an amount not to exceed $65,000.00

The Torrance Municipal Code SECTION 22.3.16. EXCEPTION; REPAIRS states: "The provisions of this Article will not apply to the purchase of parts or service for repairs upon City equipment, which purchases will be made in accordance with such procedures and regulations as will be established by the City Manager".

Respectfully submitted,

SHERYL BALLEW
General Services Director

By David K. Winnett, Jr.
Fleet Services Manager

CONCUR:

Sheryl Ballew
General Services Director

LeRoy J. Jackson
City Manager