

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

Members of the Council:

SUBJECT: General Services – Authorize Purchase order for 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 an annual purchase order with South Bay Ford of Hawthorne, 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 requested” basis, effective October 28, 2009 through October 27, 2010.

FUNDING

Funding for automotive repair parts is available in the FY2010-2011 and FY2011-2012 Fleet Services Operating Budgets (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 public services.

ANALYSIS

The Torrance Municipal Code Section 22.3.16 EXCEPTIONS: REPAIRS, states, “The provisions of this Article shall not apply to the purchase of parts or services for repairs upon City equipment, which purchases shall be made in accordance with such procedures and regulations as shall be established by the City Manager”.

Staff solicited quotations from three (3) local Ford dealers. The quotations requested pricing based on a representative list comprised of the City's most commonly used Ford repair/replacement parts. In addition to the funding required for those parts identified on the list, staff is requesting additional spending authority in order to allow for purchases of other Ford brand repair parts that may be required during the term of the purchase agreement. The total not to exceed purchasing authority would be \$65,000.00.

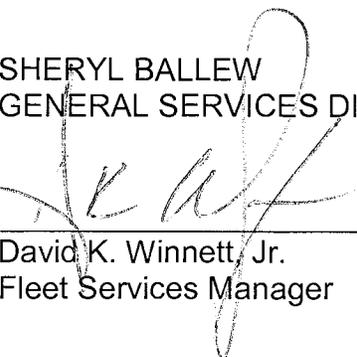
Below are results of staff's request for quotes:

Vendor	Cost
Power Ford, Torrance, CA *	\$23,113.90 **
Airport Marina Ford, Los Angeles, CA	\$19,043.86
South Bay Ford, Hawthorne, CA ***	\$18,871.47 ***

- * Power Ford is a Torrance-based vendor.
- ** Pricing inclusive of 1% sales tax consideration for Torrance vendors.
- *** Lowest responsible quote.

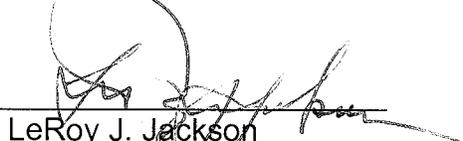
Respectfully submitted,

SHERYL BALLEW
GENERAL SERVICES DIRECTOR

By 
David K. Winnett Jr.
Fleet Services Manager

CONCUR:


Sheryl Ballew
General Services Director


LeRoy J. Jackson
City Manager