

Council Meeting of
November 24, 2009

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

Members of the Council:

**SUBJECT: General Services – Authorize a purchase order for two (2)
2010 Toyota Camry Sedans**

Ref: Bid No. B2009-45

Expenditure: \$48,593.10

RECOMMENDATION

Recommendation of the General Services Director that City Council authorize issuance of a purchase order to Penske Toyota of West Covina, California in the amount of \$48,593.10 including sales tax and tire fees, to furnish two (2) 2010 Toyota Camry LE 4-Door Sedans.

Funding

Funding is available from the Fleet Services Vehicle and Equipment Replacement Fund.

BACKGROUND

The proposed vehicle purchases are scheduled replacements for the two (2) vehicles listed below, both of which are assigned to the Torrance Police Department. Both replacements are in keeping with the recent one-year increase in replacement eligibility criteria.

Veh. #	Year	Make	Model	Mileage	Condition
7087	2000	Chevy	Malibu	39,495	Poor
7111	2005	Toyota	Camry	44,788	Poor

ANALYSIS

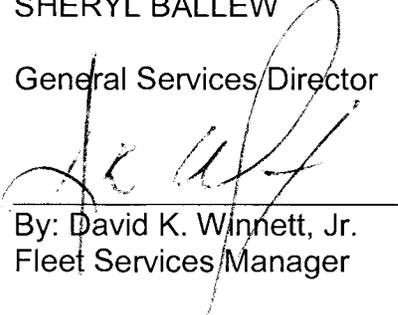
In accordance with the City's intent to "green" the fleet wherever possible, staff considered alternative fuel vehicles (including hybrids) as replacements for the aforementioned vehicles. However, alternative fuel or hybrid vehicles would not be practical from an operational standpoint per the intended use of these new vehicles.

Formal Bid Number B2009-45 bid packages were sent to ten (10) prospective dealerships, including Torrance Toyota. A total of two (2) bids were received and opened on November 12, 2009. Staff contacted Torrance Toyota to find out why they did not submit a bid. The Fleet Sales Manager indicated that she was out sick at that time and no one else at the dealership fills in on her behalf.

Bids are as follows:

Vendor	Total Price (Including Tax and Tire Fees)
*Penske Toyota West Covina, CA	\$48,593.10
Southbay Toyota Gardena, CA	\$54,466.68

* Lowest Responsible Bidder

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