

Council Meeting of  
September 14, 2010

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 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 requested” basis, effective October 28, 2010 through October 27, 2011.

**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 sent a request for quotation (RFQ) to seven (7) Ford dealers. The RFQ asked for 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 to allow for purchases of other Ford brand repair parts that may be required during the term of the purchase order. The total not to exceed purchasing authority would be \$65,000.00.

The following responses were received from three (3) local Ford dealers:

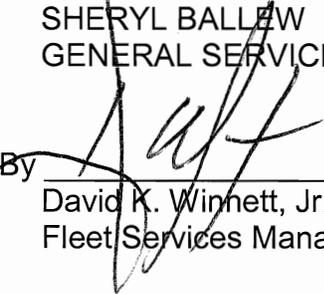
Vendor	Quote based on Representative List
Power Ford, Torrance, CA *	\$12,106.30
Bob Wondries Ford, Alhambra, CA	\$16,213.41
South Bay Ford, Hawthorne, CA	\$18,419.65

\*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