



# City Council Report

**Date:** June 26, 2017  
**To:** City Council  
**Through:** Michael Kennington, Chief Financial Officer  
**From:** Edward Quedens, MPA, C.P.M., CPPO, Business Services Director  
Matt Bauer, MBA, CPPO, CPPB, CPSM, Procurement Administrator  
**Subject:** Purchase of Two Replacement Minivans - One for the Police and One for the Community Services Departments (Funded by the Vehicle Replacement Fund) and One Replacement Sedan for the Environmental Management and Sustainability Department (Funded by the Environmental Compliance Fee) **(Single Response) (Citywide)**

## Purpose and Recommendation

Council is requested to approve the Purchase of Two Minivans and One Sedan as recommended.

The Fleet Services, Police, Community Services, and Environmental Management and Sustainability Departments, and Purchasing recommend authorizing the purchase from the single, responsive and responsible bidder, Larry H. Miller Toyota at \$94,680.75.

## Background / Discussion

The three vehicles that are being replaced have met established criteria and will be either traded, auctioned, sold, or deployed to special uses as part of the ongoing City of Mesa vehicle replacement program.

This was the second Request for Bids for these vehicles, the first time only one response was received but was deemed non-responsive. Prior to re-issuing the solicitation, Purchasing reached out to four East valley Toyota dealerships. These vendors all expressed a desire to submit a response, however, none of them submitted a response. One dealership mentioned the paperwork and requirements were not worth the profit if awarded the contract. Purchasing feels the single response's pricing is fair and reasonable and re-issuing a third solicitation would not generate any additional responses.

## Alternatives

Council may choose not to authorize the purchase and new responses will be solicited.

## Fiscal Impact

This purchase is funded by the Vehicle Replacement and Environmental Compliance Fee.

## **Coordinated With**

Fleet Services, Police, Community Services, Environmental Management and Sustainability and Purchasing

### **PURCHASING INFORMATION I**

Action: Initial Award

Procurement Type: Request for Bids

Solicitation Number: 2017207

Vendors Registered: ProcureAZ (653) and Vendor Self Service (43)

Advertising: ProcureAZ and Purchasing Website

Downloads: 13

Responses: 1

Local Consideration: Not applicable as there was a single response

Protests Received: None

Contract Term: Three years

Possible Extension: Maximum of 6 months

Prices: Future price increases are capped by the Producer Price Index

Pricing Available to Other Cooperative Agencies: Yes

#### **May 10, 2017 Single Response**

*(Quantity 2 – Toyota Sienna Minivan per Specifications*

Larry H Miller Toyota	\$58,872.00 (Recommended)
Peoria, AZ	

### **PURCHASING INFORMATION II**

Action: Initial Award

Procurement Type: Request for Bids

Solicitation Number: 2017208

Vendors Registered: ProcureAZ (653) and Vendor Self Service (43)

Advertising: ProcureAZ and Purchasing Website

Downloads: 11

Responses: 1

Local Consideration: Not applicable as there was a single response

Protests Received: None

Contract Term: Three years

Possible Renewals: Maximum of 6 months

Prices: Future price increases are capped by the Producer Price Index

Pricing Available to Other Cooperative Agencies: Yes

#### **May 10, 2017 Single Response**

*(Quantity 1 – Toyota Prius V per Specifications*

Larry H Miller Toyota	\$26,854.00 (Recommended)
Peoria, AZ	

**AWARD RECOMMENDATION**

***Larry H. Miller Toyota***

**Peoria, AZ**

Description	
<b><u>Quantity 2</u> – 2017 Toyota Sienna Minivan per Contract No. <b>2017207</b></b>	
Base	\$28,436.00
Options <sup>(1)</sup>	\$275.00
8.1% Sales Tax	\$2,325.59
Warranty	\$1,739.00
Tire Tax	<u>\$5.00</u>
Total <sup>(2)</sup>	<b>\$32,780.59</b>
 <b><u>One Replacement</u></b> for the Police Department funded by the Vehicle Replacement Fund. Options <sup>(1)</sup> include All Weather Floor Mats at <u>\$150.00</u> and Cargo Liner at <u>\$125.00</u> . Total <sup>(2)</sup> does not include Contractor Up-Fit at \$3,230.37 and Fleet Services Up-Fit Cost at \$888.00 – Total <u>\$4,118.37</u> .	
Base	\$28,436.00
Options <sup>(3)</sup>	\$125.00
8.1% Sales Tax	\$2,313.44
Warranty	\$1,739.00
Tire Tax	<u>\$5.00</u>
Total <sup>(4)</sup>	<b>\$32,618.44</b>
 <b><u>*One Replacement</u></b> for the for the Community Services Department funded by the Vehicle Replacement Fund. Options <sup>(3)</sup> include Cargo Liner at <u>\$125.00</u> . Total <sup>(4)</sup> does not include Fleet Services Up-Fit Cost at <u>\$1,410.00</u> .	
<b><u>Quantity 1</u> – 2017 Toyota Prius Pkg Two – 1243 per Contract No. <b>2017208</b></b>	
Base	\$26,854.00
Options <sup>(5)</sup>	\$229.00
8.1% Sales Tax	\$2,193.72
Tire Tax	<u>\$5.00</u>
Total <sup>(6)</sup>	<b>\$29,281.72</b>
 <b><u>*One Replacement</u></b> for the for the Environmental and Sustainability Department funded by the Environmental Compliance Fee. Options <sup>(5)</sup> include Rear Bumper Protector at <u>\$130.00</u> and Cargo Tray at <u>\$99.00</u> . Total <sup>(6)</sup> does not include Contractor Up-Fit at \$2,696.01 and Fleet Services Up-Fit Cost at \$850.00 – Total <u>\$3,546.01</u> .	
<b>Total Purchase (3 Vehicles): <u>\$94,680.75</u></b>	