

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Scott C. Stiles From: William E. Murray
Dept.: City Manager Dept.: Public Works
Subject: Authorize the Issuance of a Date: 1/12/2016
Purchase Order to National Auto
Fleet Group for One (1) Cargo
Van. (Cost: \$24,931) (*Action
Item*)

OBJECTIVE

To secure City Council authorization to purchase one (1) new cargo van from National Auto Fleet Group through the National Joint Powers Alliance (NJPA) competitive bid program, Contract #102811.

BACKGROUND

The Public Works Department has one (1) cargo van that currently meets the City's guidelines for replacement. In order to perform the planned replacement, the purchase of one (1) cargo van is required at this time. Experience has shown that the City's buying power is enhanced through joining with other public agencies to purchase fleet vehicles and equipment.

DISCUSSION

The National Joint Powers Alliance (NJPA) nationally solicits, evaluates and awards contracts through a competitive bid process. As a member of NJPA, the City is able to utilize NJPA bid awards for equipment purchases. Staff recommends piggybacking on the results of a recent NJPA competitive bid program, Contract #102811. The results deemed Nation Auto Fleet Group as the lowest responsive bid.

National Auto Fleet Group \$24, 931.00 *

* This price includes all applicable tax and destination charges.

FINANCIAL IMPACT

There is no impact to the General Fund. The financial impact is \$24,931.00 to the Fleet Management Fund. The surplus equipment will be sold at public auction.

RECOMMENDATION

It is recommended that the City Council:

- Authorize the Finance Director to issue a purchase order in the amount of \$24,931.00 to National Auto Fleet Group for the purchase of one (1) new cargo van.