

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Matthew J. Fertal
Dept: City Manager
Subject: PURCHASE OF VEHICLE

From: Kimberly Huy
Dept: Community Services
Date: November 27, 2007

OBJECTIVE

To request City Council authorize the purchase of a new vehicle for the Community Services Department Park Patrol program.

BACKGROUND

The Community Services Park Patrol program is dedicated to serving the community through the promotion of safe and available City parks, including the public awareness of City codes, rules and regulation. With the recent addition of a second Park Patrol staff, the Recreation and Human Services Division is in need of a second Park Patrol vehicle in order to better supervise the City's parks.

ANALYSIS

Specifications were prepared and sent to prospective bidders. In response to prescribed bidding procedures, four (4) bids were received.

Villa Ford Orange, CA.	\$11,568.46
Fairview Ford Covina, CA.	\$11,696.00
Don Kott Ford Carson, CA.	\$12,025.60
Downey Ford Downey, CA.	\$14,549.10

FINANCIAL IMPACT

The financial impact to the general fund is \$11,568.46. Funding is available in the Park Patrol program budget.

COMMUNITY VISION IMPLEMENTATION

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The additional vehicle for the Park Patrol program will enable staff to address safety-related, quality of life issues and ensure adequate, quality, public recreation facilities as outlined in the Community Vision Statement.

RECOMMENDATION

It is recommended that City Council:

- Authorize the Finance Director to issue a purchase order in the amount of \$11,568.46 to Villa Ford for the purchase of one Ford Ranger pick-up truck.

KIMBERLY HUY
Director

By: John Montanez
Assistant Supervisor