

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

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

From: Keith G. Jones
Dept: Public Works
Date: November 27, 2007

OBJECTIVE

To secure City Council authorization to purchase one new utility vehicle.

BACKGROUND

Public Works is responsible for providing City staff with safe and reliable vehicles. Channel 3-A has a vehicle that meets policy guidelines for replacement. The following analysis represents the replacement costs for that vehicle.

ANALYSIS

Specifications were prepared and sent to prospective bidders. In response to prescribed bidding procedures, six (6) bids were received.

Rotolo Chevrolet Fontana, CA.	\$20,159.59
Lake Chevrolet Lake Elsinore, CA.	\$20,811.40
Corona Chevrolet Corona, CA.	\$20,906.94
Reynolds Buick/Pontiac Covina, CA.	\$21,884.03
West Covina Motors West Covina, CA.	\$22,843.00
Reynolds Buick/Pontiac/GMC Trucks Inc. Covina, CA.	\$23,177.03

PURCHASE OF VEHICLE

FINANCIAL IMPACT

The financial impact is \$20,159.59 to the Vehicle Maintenance Replacement Fund. The amount for this purchase is provided by funding assessed over the last twelve years from the General Fund and deposited into the Vehicle Replacement Fund. This fund was developed to ensure funding for equipment when the equipment has fully depreciated and is no longer cost effective to maintain. The vehicle being replaced will be sold at public auction.

COMMUNITY VISION IMPLEMENTATION

Dependable safe vehicles are essential to ensure the Public Works Department remains efficient, high-quality service providers, as outlined in the City of Garden Grove's strategic plan.

RECOMMENDATION

It is recommended that City Council:

- Authorize the Finance Director to issue a purchase order in the amount of \$20,159.59 to Rotolo Chevrolet for the purchase of one Chevrolet Trailblazer.

KEITH G. JONES
Public Works Director

By: Phillip Carter
Equipment Maintenance Supervisor