



Agenda Item #: _____

Staff Report

City of Manhattan Beach

TO: Honorable Mayor Ward and Members of the City Council

THROUGH: Geoff Dolan, City Manager

FROM: Bruce Moe, Finance Director
Gwen Eng, General Services Manager

DATE: April 18, 2006

SUBJECT: Award of Contract to Equip One Previously Purchased Public Works Water Division Vehicle Chassis with Work Body including Valve Exercising Machine in the Amount of \$27,595.

RECOMMENDATION:

Staff recommends that the City Council award RFB #684-06 to Pacific Truck Equipment for the budgeted outfitting of one previously purchased Public Works Vehicle in the amount of \$27,595.

FISCAL IMPLICATION:

Funds totaling \$42,000 were budgeted in Fiscal Year 2005-2006 Fleet Management Fund to purchase and equip this vehicle. Of those funds, \$21,497 was used to procure the vehicle. Although there is a shortfall in this line item of \$7,092, there are sufficient funds available in the FY 05-06 Fleet Management Fund to outfit the vehicle with the necessary equipment.

BACKGROUND:

On November 15, 2005, the City Council approved the purchase of a new Ford F250 pickup truck for use as a Water Division maintenance truck. In order to place the new vehicle in service, it needs to be equipped with a hydraulically operated valve cycling machine (valve cycling involves periodically and regularly opening and closing valves to ensure that they work freely). Typically a crust of rust and debris develops on the valve over time. As a preventative maintenance measure, valves are cycled every two years. In the event that a valve is inoperable during a main break, there would be no way to shut off the water. This vehicle is used throughout the City for water infrastructure maintenance, on main breaks and valve cycling and changes. The new truck has been received and is now ready for outfitting. As a result, we are seeking Council approval for that equipment and service.

DISCUSSION:

Staff sent bid requests to six vendors and two responses were received. The comparison below shows total price (including sales tax, discounts, and other fees).

<u>Bidder</u>	<u>Total Bid</u>
1. Pacific Truck Equipment	\$27,595.00
2. CTEC	\$27,675.20

Staff recommends awarding an order to the lowest bidder, Pacific Truck Equipment, for the outfitting of the water truck. While we received only two bids for this requirement, we believe that the quotes are competitive, and that re-bidding to obtain further bids would not be result in lower pricing and would further delay placing the vehicle in service.

If approved, the fully equipped vehicle will be placed in service within approximately 13 weeks and the existing unit will be surplus and auctioned for the highest attainable value.