

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve the purchase of 15 light duty vehicles from **Kendall Ford**.

Board Meeting Date: March 5, 2013
Project Name/Contract#: Various 4wd Pickups
Primary Contact: Roger Kline Ext. 7484
Secondary Contact: Debra Smith Ext. 7196
Purchasing Contact: Ramie Alkire Ext. 7413

Action Requested:

Contract Award
 Contract Renewal
 Contract Increase
 Other

Contract Amount:

Original Contract Amount: \$396,000.00
Additional \$ Previously Approved: \$N/A
Invoices over last approval: \$ 0
Percentage over last approval: 0%
Amount this Request: \$396,000.00
Resulting Cumulative Total: \$396,000.00

Funding Source:

Budget
 Reserves
 New Revenue
 Bonding
 Other

Contracting Method:

Method of Solicitation: Informal Quotes
If applicable, basis for exemption: N/A
Term of Agreement: 150 days to deliver from receipt of order
Option to Renew? No
Approval for purchases "as needed" for the life of the contract No

Form of Contract:

Single Purchase
 Services
 Personal Services
 Construction
 IGA
 Price Agreement
 Other

Narrative:

The Board is being asked to approve the purchase of 15 light duty vehicles of various specifications from **Kendall Ford**.

In January 2013, seven separate quotes were sent out for the purchase of 4wd pickups of various specifications for EWEB's Fleet Services. Two responses were received for each quote, and Kendall Ford was determined to be the lowest, responsive-responsible bidder on all seven quotes. Each individual quote pricing fell below the Board threshold; however, since Kendall Ford was the successful bidder on all seven, the cumulative total is an amount that requires board review and approval.

EWEB's fleet consists of over 150 light duty vehicles that are used throughout the utility. As vehicles are identified for replacement, Fleet Services staff determines the replacement specifications based on operator need, standardization and fuel efficiency. Fleet Services has been able to simplify our parts inventory, equipment training requirements, and mechanic familiarity by staying with the same models throughout the fleet. These light duty vehicles are part of the 2013 vehicle replacement plan and were approved in EWEB's 2013 capital plan for vehicle replacements.

Staff has determined that purchasing the fifteen (15) light duty vehicles from Kendall Ford not only supports our local customer owners, but they were also the lowest responsive and best price in compliance with EWEB's specifications

ACTION REQUESTED:

Management requests Board approve the purchase of 15 light duty vehicles of various specifications from **Kendall Ford**. Funds for this purchase were budgeted for 2013.

SIGNATURES:

Project Coordinator: _____

Manager: _____

Assistant General Manager: _____

Purchasing Manager: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____