

## MOORPARK CITY COUNCIL AGENDA REPORT

**To:** The Honorable City Council

**From:** Roger O. Blais, Parks and Landscape Manager *RB*

**Date:** February 7, 2008 (Meeting of February 20, 2008)

**SUBJECT:** Consider Second Lowest Bidder for Purchase of a Ford E-350 Commercial Van

### DISCUSSION

On May 16, 2007, City Council approved the purchase of a commercial utility van (Ford E-350) from Vista Ford of Oxnard who was the successful low bidder. Additionally, the Council amended the FY 2006/07 budget to allocate \$25,000 from the City General Fund (1000) to purchase the vehicle.

The City's vehicle specifications included rear windows; however, the vehicle Vista Ford attempted to deliver did not contain specified rear windows. As a result the vehicle was rejected and City was forced to re-bid the vehicle because the dealers no longer had vans meeting the original specifications.

After the completion of the second competitive bidding process, on November 7, 2007, City Council approved the purchase proposal from Don Kott Ford for \$21,917. Additionally, at the November 7 meeting the Council re-appropriated funds for the van purchase since they did not carry forward to the new fiscal year (Resolution No. 2007-2657).

After waiting 30 days for the delivery of the van, the Company Controller for Don Kott Ford notified staff that they are going out of business and would not be able to complete the City's order. The City's Finance Department has subsequently cancelled the City's purchase order with Don Kott Ford.

<u>Bidder</u>	<u>Proposal Amount</u>
Don Kott Ford	\$21,917.00
Vista Ford	\$22,062.00
Galpin Ford	\$22,915.00

To complete the necessary purchase, staff is now recommending the Council award the proposal to Vista Ford of Oxnard, the next lowest responsible bidder, and allow staff to reissue a purchase order for this vehicle. Staff has confirmed with Vista Ford of Oxnard that their price proposal of \$22,062.00 is still good and that they will be able to complete delivery as specified.

**FISCAL IMPACT**

Funds were previously appropriated for this purchase.

**STAFF RECOMMENDATION**

Award the purchase of the commercial utility van (Ford E-350) to Vista Ford of Oxnard.