

**OPERATIONS COMMITTEE  
OCTOBER 16, 2008**

**SUBJECT: FULL-SIZE TWELVE-PASSENGER VANS**

**ACTION: RECOMMENDATION FOR AWARD**

**RECOMMENDATION**

Authorize the Chief Executive Officer to award a firm fixed price contract under IFB OP-3434-2192 with Theodore Robins Ford, the lowest responsive and responsible bidder, for 19 full-size twelve-passenger vans for an amount not-to-exceed \$500,865, inclusive of sales tax.

**RATIONALE**

This procurement is for the purchase of 19 full-size twelve-passenger vans. These vans are used by bus and rail operations to perform operator line training and to transport operators to their relief points along their routes. Sixteen of the vans fall under GEN-16 guidelines of six years/100,000 miles for replacement. The age and condition of these vehicles has depreciated to a point that maintaining them is not cost effective and their reliability has been impacted.

Three vans will be used to expand the existing rail fleet. These vans will be used as relief vehicles at pre-determined locations along rail routes. The addition of these vans will increase fleet efficiency and help keep scheduling impacts to a minimum.

**FINANCIAL IMPACT**

Funding for these vehicles is included in its Life of Project budget under Cost Center 3434, Non-Revenue Operations, under Projects 208007, Bus System Support Replacement Non-Revenue Vehicles, 208017, Rail System Support Replacement Non-Revenue Vehicles, and 208022 Rail Expansion Non-Revenue Vehicles within line item 53106, Acquisition Service Vehicles.

**ALTERNATIVES CONSIDERED**

The alternative is to not purchase these vans and continue utilizing the existing bus and rail fleet. This option is not desirable due to the age and condition of the existing fleet. Current

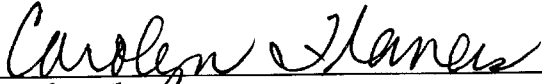
maintenance costs are high due to the need to replace major parts and components. This affects the fleets' reliability.

Not expanding the rail fleet will result in the over utilization of the department's current vehicles. Operating them in this manner accelerates wear and tear. The additional vehicles will provide the department the ability to schedule relief periods more efficiently and minimizes impacts to service.

**ATTACHMENT(S)**

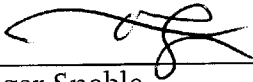
- A. Procurement Summary
- A-1. Procurement History
- A-2. List of Subcontractors
- B. Bid Tabulation

Prepared by: Harold Torres, Equipment Maintenance Supervisor  
Amy L. Wang, Contract Administrator



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Carolyn Flowers  
Chief Operations Officer



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Roger Snoble  
Chief Executive Officer

**BOARD REPORT ATTACHMENT A  
PROCUREMENT SUMMARY**

**FULL-SIZE TWELVE-PASSENGER VANS**

1.	Contract Number: OP-3434-2192		
2.	Recommended Vendor: Theodore Robins Ford		
3.	Cost/Price Analysis Information:		
	A. Bid/Proposed Price: \$500,865	Recommended Price: \$500,865	
	B. Details of Significant Variances are in Attachment A-1.D		
4.	Contract Type: Firm Fixed Price		
5.	Procurement Dates:		
	A. Issued: May 27, 2008		
	B. Advertised: May 30, 2008		
	C. Pre-bid Conference: N/A		
	D. Bids Due: July 1, 2008		
	E. Pre-Qualification Completed: N/A		
	F. Conflict of Interest Form Submitted to Ethics: September 19, 2008		
6.	Small Business Participation:		
	A. Bid Goal: MBE: 0% WBE: 0%	Date Small Business Evaluation Completed: N/A	
	B. Small Business Commitment: N/A		
7.	Invitation for Bid/Request for Proposal Data:		
	Notifications Sent: 28	Bids/Proposals Picked up: 11	Bids/Proposals Received: 9
8.	Evaluation Information: See Bid Tabulation		
	<u>A. Bidders/Proposers Names:</u>	<u>Bid/Proposal Amount:</u>	<u>Best and Final Offer Amount:</u>
	Wondries Fleet Group	\$469,181	N/A
	South Bay Ford	\$494,272	
	Theodore Robins Ford	\$500,865	
	Victor Buick-GMC Truck, Inc.	\$506,314	
	Burch Ford	\$506,784	
	Villa Ford	\$525,378	
	Lake Chevrolet	\$528,324	
	Reynolds Buick/Pontiac/GMC	\$529,554	
	Maurice J. Sopp and Son	\$530,750	
	B. Evaluation Methodology: Procurement is in compliance with Procurement policies and procedures.		
9.	Protest Information:		
	A. Protest Period End Date: 10/13/08		
	B. Protest Receipt Date: TBD		
	C. Disposition of Protest Date: TBD		
10.	Contract Administrator: Amy L. Wang	Telephone Number: 213-922-2632	
11.	Project Manager: Harold Torres	Telephone Number: 562-658-0231	

**BOARD REPORT ATTACHMENT A  
PROCUREMENT HISTORY**

**FULL-SIZE TWELVE-PASSENGER VANS**

**A. Background on Contractor**

Theodore Robins Ford, located in Costa Mesa, CA, has been in business for 42 years and has 106 employees. It is a full service automobile sales and service dealer. Theodore Robins Ford has been the successful bidder on one of our past vehicle procurements and has had contracts with other municipalities, including County of Los Angeles, County of Orange, City of Anaheim, City of Los Angeles, City of Torrance, City of Long Beach, County of San Diego and City of Gardena. This contractor's performance on our previous procurement was satisfactory.

**B. Procurement Background**

IFB OP34342192 was conducted as a two-phase "brand name or approved equal" procurement. Phase I provided potential bidders the opportunity to submit their requests for approved equals to the brand named vehicles. No request for alternate vehicles as equals was received. In Phase II, sealed bids are due and nine bids were received.

The Diversity and Economic Opportunity Department (DEOD) did not recommend an Minority/Women Business Enterprise Program (MBE/WBE) Voluntary Anticipated Level of Participation (VALP) goal for this procurement due to lack of subcontracting opportunities.

**C. Evaluation Criteria**

In accordance with our Procurement Policies and Procedures, Non-Revenue Operations of Quality Assurance Department performed a technical evaluation of the three lowest bids.

After evaluation, it was determined that the two apparent low bids were non-responsive to our technical requirement. Both apparent low bidders, Wondries Fleet Group and South Bay Ford, submitted bids that took exceptions to the seating configuration required by our specification. Theodore Robins Ford was the lowest responsive responsible bidder.

**D. Cost/Price Analysis**

The recommended price of \$500,865 has been determined to be fair and reasonable based upon adequate price competition and selection of the lowest responsive and responsible bidder.

**BOARD REPORT ATTACHMENT A-2  
LIST OF SUBCONTRACTORS**

**FULL-SIZE TWELVE-PASSENGER VANS**

**PRIME CONTRACTOR**

Theodore Robins Ford

**Small Business Commitment**

0%

**Other Subcontractors**

None

Total Commitment 0%

LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY BID TABULATION

Bid No: OP34342192 Full Size Twelve-Passenger Vans

Bids Out: 05/27/08 Total 11  
 Bids Opened: 07/01/08 Total 9  
 Advertisement Date(s): 05/30/08  
 Newspaper: Daily News, Daily Breeze and S.B.  
 County Sun

Item No.	Description	Qty	Unit	Wondries Fleet Group		South Bay Ford		Theodore Robins Ford		Victor Buick-GMC Truck, Inc.		Burch Ford	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	Full Size Twelve-Passenger Vans	4	EA	\$22,567.00	\$90,268.00	\$23,768.33	\$95,073.32	\$24,080.98	\$96,323.92	\$24,342.78	\$97,371.12	\$24,440.00	\$97,760.00
	California Tire Fee	4	EA		\$7,447.11		\$7,843.55		\$7,946.72		\$8,033.12		\$8,065.20
	<b>Sales Tax 8.25%</b>				\$35.00		\$35.00		\$35.00		\$35.00		Included
<b>Total</b>					\$97,750.11		\$102,951.87		\$104,305.64		\$105,439.24		\$105,825.20
2	Full Size Twelve-Passenger Vans	15	EA	\$22,567.00	\$338,505.00	\$23,668.33	\$355,024.95	\$24,080.98	\$361,214.70	\$24,342.78	\$365,141.70	\$24,440.00	\$366,600.00
	California Tire Fee	15	EA		\$27,926.66		\$29,289.56		\$29,800.21		\$30,124.19		\$30,244.50
	<b>Sales Tax 8.25%</b>				\$127.50		\$131.25		\$131.25		\$131.25		Included
<b>Total</b>					\$366,559.16		\$384,445.76		\$391,146.16		\$395,397.14		\$396,844.50
3	Maintenance Repair, Electrical Schematics and Parts Manuals	20	SET	\$225.00	\$4,500.00	\$317.50	\$6,350.00	\$250.00	\$5,000.00	\$253.00	\$5,060.00	\$190.00	\$3,800.00
	<b>Sales Tax 8.25%</b>				\$371.25		\$523.88		\$412.50		\$417.45		\$313.50
<b>Total</b>					\$4,871.25		\$6,873.88		\$5,412.50		\$5,477.45		\$4,113.50
<b>Grand Total</b>					\$469,180.52		\$494,271.50		\$500,864.30		\$506,313.83		\$506,783.20

Item No.	Description	Qty	Unit	Villa Ford		Reynolds Buick/Pontiac/GMC		Lake Chevrolet		Maurice J. Sopp and Son	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	Full Size Twelve-Passenger Vans	4	EA	\$25,215.00	\$100,860.00	\$25,505.00	\$102,020.00	\$25,539.60	\$102,158.40	\$25,700.00	\$102,800.00
	California Tire Fee	4	EA		\$8,320.95		\$8,416.65		\$8,428.07		\$8,481.00
	<b>Sales Tax 8.25%</b>				\$35.00		Included		\$35.00		left blank
<b>Total</b>					\$109,215.95		\$110,436.65		\$110,621.47		\$111,281.00
2	Full Size Twelve-Passenger Vans	15	EA	\$25,215.00	\$378,225.00	\$25,505.00	\$382,575.00	\$25,539.60	\$383,094.00	\$25,700.00	\$385,500.00
	California Tire Fee	15	EA		\$31,203.56		\$31,562.44		\$31,608.14		\$31,803.75
	<b>Sales Tax 8.25%</b>				\$131.25		Included		\$131.25		left blank
<b>Total</b>					\$409,559.81		\$414,137.44		\$414,833.39		\$417,303.75
3	Maintenance Repair, Electrical Schematics and Parts Manuals	20	SET	\$304.95	\$6,099.00	\$230.00	\$4,600.00	\$132.50	\$2,650.00	\$100.00	\$2,000.00
	<b>Sales Tax 8.25%</b>				\$503.17		\$379.50		\$218.63		\$165.00
<b>Total</b>					\$6,602.17		\$4,979.50		\$2,868.63		\$2,165.00
<b>Grand Total</b>					\$525,377.93		\$529,553.59		\$528,323.49		\$530,749.75

I hereby certify Theodore Robins Ford as being the lowest responsive, responsible bidder and recommend the award to them for total price, including sales tax, of \$500,864.30.

9/19/08  
Date

*Amy D. Wang*  
Signature

