




Expo

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DATE: JULY 6, 2006

TO: BOARD OF DIRECTORS

FROM: RICHARD D. THORPE 
CHIEF EXECUTIVE OFFICER

ACTION: RECEIVE AND FILE MONTHLY REPORT ON CONTRACTS
AUTHORIZED BY THE CHIEF EXECUTIVE OFFICER

RECOMMENDATION

Receive and File this monthly report on contracts approved by the Chief Executive Officer (CEO). State legislation that created the Exposition Metro Line Construction Authority and the Authority's Administrative Code, granted the CEO authority to approve contracts up to \$250,000. This report details contract awards for June, 2006.

SUMMARY

In the last month, the CEO has entered into car leases for four Authority vehicles and small purchase agreements for a computer server and Treo wireless phones. The Authority solicited bids when possible or performed a fair cost estimate if the work was to be performed sole source.

DISCUSSION

A competitive small purchase procurement was conducted for a four-year lease of two Toyota Hybrid Highlanders for use by Authority staff. A total of three quotes were received. Wondries Toyota was the low bidder and the Authority entered into a four-year lease for a total of \$40,398 for both vehicles, including all taxes and fees, versus a fair cost estimate of \$57,908. A competitive small purchase procurement was also conducted for a four-year lease of two hybrid sedans. Three quotes were received for Honda Accord Hybrids and two quotes were received for Toyota Camry Hybrids. Wondries Toyota was the low bidder and the Authority entered into a four-year lease for two Toyota Hybrid Camrys for

a total of \$39,905, including taxes and fees, versus a fair cost estimate of \$51,860.

A competitive small purchase procurement was conducted for an IBM server for the Authority offices at 707 Wilshire Blvd. A total of four bids were received, and the low bid came from IBM Direct, which was under the fair cost estimate. The low bid was \$8,624 versus a fair cost estimate of \$10,894.

Lastly, a single source procurement for a fixed price amount of \$2,099.94 was awarded to Verizon Wireless for six Treo 700W telephones/PDAs for Authority staff. This amount is considered a small purchase as it is under \$2500. The price was considered fair and reasonable as the Authority receives government pricing from Verizon Wireless.

FINANCIAL IMPACT

There is available funding in the FY06 budget to cover the cost of these contracts and small purchases.

NEXT STEPS

The CEO will provide a monthly report to the Exposition Metro Line Construction Authority Board on contracts authorized under the CEO's authority.

ATTACHMENT(S)

None