



OPERATIONS COMMITTEE
OCTOBER 16, 2008

SUBJECT: MID-SIZE UTILITY HYBRID VEHICLES

ACTION: RECOMMENDATION FOR AWARD

RECOMMENDATION

Authorize the Chief Executive Officer to award a firm fixed price contract under IFB OP-3434-2193 with Longo Toyota, the lowest responsive and responsible bidder, for 31 mid-size utility hybrid vehicles for an amount not-to-exceed \$1,113,632, inclusive of sales tax.

RATIONALE

This procurement is for the purchase of 31 mid-size utility hybrid vehicles. These vehicles are used by both bus and rail operations to support operational needs. Twenty-seven of these vehicles are for replacement that fall under the GEN-16 vehicle replacement guidelines of six years or 100,000 miles. Four of these vehicles are expansion vehicles that are being added to the rail support fleet.

Mid-size utility vehicles are used to transport staff to designated locations. They also have the flexibility to carry small amounts of cargo when the needed. Bus and rail operations departments travel throughout our system on a daily basis to conduct business as necessary and this vehicle type has proven to be an efficient option.

The expansion of the four vehicles to the rail fleet will provide them with additional vehicles to conduct their increased service demands. The rail system covers a large geographical area and the deployment of staff with these vehicles increases the efficiency of manpower deployment.

FINANCIAL IMPACT

Funds for this action are included in the life-of-project budgets 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 respectively and 208022, Rail Expansion Non-Revenue Vehicles and Line Item 53106, Acquisition- Service Vehicle.

ALTERNATIVES CONSIDERED

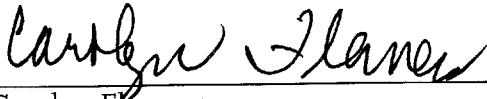
An alternative is to not purchase the new vehicles and continue utilizing the existing fleet. This option is not desirable due to the age of the fleet and the increased maintenance and repair costs. The reliability of these vehicles has also declined and to continue investing parts and labor into these vehicles to keep them operational far exceeds their value.

Not expanding the rail fleet will cause the department to continue working with a vehicle deficit. The vehicles needed to meet the growing demands of the department and to continue providing the level of service that is required of the system.

ATTACHMENT(S)

- A. Procurement Summary
- A-1. Procurement History
- A-2. List of Subcontractors
- A-3. Bid Tabulation

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



Carolyn Flowers
Chief Operations Officer



Roger Snoble
Chief Executive Officer

**BOARD REPORT ATTACHMENT A
PROCUREMENT SUMMARY**

MID-SIZE UTILITY HYBRID VEHICLES

| | | | |
|-----|---------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|---------------------------------------------|
| 1. | Contract Number: OP-3434-2193 | | |
| 2. | Recommended Vendor: Longo Toyota | | |
| 3. | Cost/Price Analysis Information: | | |
| | A. Bid/Proposed Price: \$1,113,632 | Recommended Price: \$1,113,632 | |
| | 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: 19 | Bids/Proposals Picked up: 9 | Bids/Proposals Received: 3 |
| 8. | Evaluation Information: See Bid Tabulation | | |
| | <u>A. Bidders/Proposers Names:</u> Longo Toyota Cardinaleway Toyota Carson Toyota | <u>Bid/Proposal Amount:</u> \$1,113,632 \$1,122,555 \$1,170,814 | <u>Best and Final Offer Amt:</u> N/A |
| | 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**

MID-SIZE UTILITY HYBRID VEHICLES

A. Background on Contractor

Longo Toyota, located in El Monte, CA, has been in business for 39 years and has 400 employees. It is a full service automobile sales and service dealer. Longo Toyota has been the successful bidder on one of our past vehicle procurements with satisfactory performance. Longo Toyota has remained the nation's highest-selling Toyota dealer for over three decades.

B. Procurement Background

Invitation for Bid (IFB) OP-3434-2193 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 were requested and three bids were received.

The Diversity and Economic Opportunity Department (DEOD) did not recommend a Minority/Women Business Enterprise Program (MBE/WBE) Voluntary Anticipated Level of Participation (VALP) goal for this procurement due to a 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. It was determined that the lowest bid submitted by Longo Toyota for a total amount of \$1,113,632, inclusive of sales tax, is in full compliance with the specifications. Longo Toyota was the lowest responsive responsible bidder.

D. Cost/Price Analysis

The recommended price of \$1,113,632 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**

MID-SIZE UTILITY HYBRID VEHICLES

PRIME CONTRACTOR

Longo Toyota

Small Business Commitment

0%

Other Subcontractors

None

Total Commitment 0%

ATTACHMENT A-3 BID TABULATION
Bid No: OP34342193 Midsize Utility Hybrid Vehicles

Bids Out: 05/27/08 Total 9
 Bids Opened: 07/01/08 Total 3
 Advertisement Date(s): 05/30/08
 Newspaper: Daily News, Daily Breeze and S.B. County Sun

| Item No. | Description | Qty | Unit | Longo Toyota | | Cardinalway Toyota | | Carson Toyota | |
|----------|-------------------------------------------------------------|-----|------|--------------|-----------------------|--------------------|-----------------------|---------------|-----------------------|
| | | | | Unit Price | Total Price | Unit Price | Total Price | Unit Price | Total Price |
| 1 | Midsize Utility Hybrid Vehicles | 15 | EA | \$32,988.00 | \$494,820.00 | \$33,259.00 | \$498,885.00 | \$34,593.00 | \$518,895.00 |
| | California Tire Fee | 15 | EA | | \$131.25 | | \$131.25 | | \$131.25 |
| | Sales Tax 8.25% | | | | | | | | |
| | Total | | | | \$535,773.90 | | \$540,174.26 | | \$561,835.09 |
| 2 | Midsize Utility Hybrid Vehicles | 16 | EA | \$32,988.00 | \$527,808.00 | \$33,259.00 | \$532,144.00 | \$34,593.00 | \$553,488.00 |
| | California Tire Fee | 16 | EA | | \$140.20 | | \$132.00 | | \$140.00 |
| | Sales Tax 8.25% | | | | | | | | |
| | Total | | | | \$571,492.36 | | \$576,177.88 | | \$599,290.76 |
| 3 | Maintenance Repair, Electrical Schematics and Parts Manuals | 10 | SET | \$588.00 | \$5,880.00 | \$573.00 | \$5,730.00 | \$895.00 | \$8,950.00 |
| | Sales Tax 8.25% | | | | | | | | |
| | Total | | | | \$485.10 | | \$472.73 | | \$738.38 |
| | Grand Total | | | | \$1,113,631.36 | | \$1,122,554.87 | | \$1,170,814.22 |

I hereby certify Longo Toyota as being the lowest responsive, responsible bidder and recommend the award to them for total price, including sales tax, of \$1,113,631.36.

9/19/08
Date

Amy L. Wang
Signature

