



## Legislation Text

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**File #:** 22-0007, **Version:** 1

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**TO:**

Honorable Mayor and Members of the City Council

**THROUGH:**

Bruce Moe, City Manager

**FROM:**

Steve S. Charelian, Finance Director  
Mike Grafton, Equipment Maintenance Supervisor  
Dru Leonard, Acting Purchasing Supervisor

**SUBJECT:**

Award of Bid #1267-22 to Courtesy Chevrolet Center for the Purchase of Three Budgeted Electric Cars in the Total Amount of \$94,053.30 (Finance Director Charelian).

**APPROVE**

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**RECOMMENDATION:**

Staff recommends that the City Council award Bid #1267-22 to Courtesy Chevrolet Center for the purchase of three budgeted Chevrolet Bolt electric cars in the amount of \$94,053.30.

**FISCAL IMPLICATIONS:**

Funds totaling \$110,000 are budgeted in the Fiscal Year (FY) 2021-2022 Fleet Management Fund for the purchase and outfitting of these vehicles. The total purchase price of the vehicles will be \$94,053.30. The remaining budgeted funds of \$15,946.70 will be used for vehicle graphics and other necessary safety and communications equipment.

**BACKGROUND:**

The FY 2021-2022 budget includes funding for the addition of three supplemental vehicles. Staff have reviewed the current fleet inventory and determined that three new vehicles are needed to support the respective three new hires.

**DISCUSSION:**

Two of the vehicles will be deployed to the Community Development Department's Code Enforcement Division to support two new staff to enforce code requirements throughout the City. The third vehicle will be utilized by the Fire Department Inspector to support the inspection of commercial and residential buildings for fire safety.

These three vehicles have sufficient storage to accommodate all the necessary equipment needs of the new staff. The selection of the vehicles has been approved by the departments utilizing the vehicles and by the City's Equipment Maintenance Supervisor.

The Request for Bids was posted on the City's website, as well as OpenGov, a public bid notification

board. A total of three bid responses were received for these electric cars. The bid comparison (Attachment 1) lists the aggregate price, including sales tax, fees and payment discounts (the lowest bid is indicated in bold font). Based on these bids, staff recommends that the City Council award Bid #1267-22 to the lowest bidder, Courtesy Chevrolet Center, for the purchase of three Chevrolet Bolts (\$94,053.30).

If this purchase is approved, the new vehicles are scheduled to arrive in approximately four months.

**PUBLIC OUTREACH:**

This bid was advertised on the City's website, as well as OpenGov, a public bid notification board.

**ENVIRONMENTAL REVIEW:**

The City has reviewed the proposed activity for compliance with the California Environmental Quality Act (CEQA) and has determined that the activity is not a "Project" as defined under Section 15378 of the State CEQA Guidelines; therefore, pursuant to Section 15060(c)(3) of the State CEQA Guidelines the activity is not subject to CEQA. Thus, no environmental review is necessary.

**LEGAL REVIEW:**

The City Attorney has reviewed this report and determined that no additional legal analysis is necessary.

**ATTACHMENT:**

1. Bid #1267-22 Comparison Chevrolet Vehicles (3)