



APPROVED
BY THE CITY COUNCIL

OCT 20 1998

OFFICE OF THE
CITY CLERK

1.7

DEPARTMENT OF
FINANCE
PROCUREMENT SERVICES DIVISION

CITY OF SACRAMENTO
CALIFORNIA

October 20, 1998
PS:Admin:98055:RBH:DK:bd

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City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: ADOPTION OF SPECIFICATIONS AND AWARD OF BID NO. 1789 FOR VARIOUS SERVICE BODIES, LUMBER RACKS, TRAILER HITCHES AND RELATED ITEMS IN A TOTAL AMOUNT NOT TO EXCEED \$180,000.00 PER CONTRACT YEAR

LOCATION AND COUNCIL DISTRICT: City-wide; All districts

RECOMMENDATION:

Staff recommends that the City Council adopt specifications and accept the lowest responsible bid for the contract resulting from Bid No. 1789 for Various Service Bodies, Lumber Racks, Trailer Hitches and Related Items. Award is recommended to T & N Manufacturing and Sales, 8550 Tiogawoods Drive, Sacramento, CA 95828, in a total amount not to exceed \$180,000.00 per contract year.

CONTACT PERSONS: Robert Summersett, Fleet Superintendent, 433-6309
Dennis Kerhulas, Senior Buyer, 433-6242

FOR COUNCIL MEETING: October 20, 1998

SUMMARY:

Attached is a tabulation of sealed proposals received by the City Clerk for furnishing vehicle accessories in accordance with the specifications used in the bidding process, and recommendation for award of Bid No. 1789 for Various Service Bodies, Lumber Racks, Trailer Hitches and Related Items in a total amount not to exceed \$180,000.00 per contract year.

BACKGROUND:

Various service bodies, lumber racks, trailer hitches and related items are being purchased by the Maintenance Services Division (Fleet Operations) of the Department of Public Works for use by various City departments. This equipment will be used on existing and replacement City vehicles as needed.

Staff recommends that the contract be awarded to T & N Manufacturing & Sales, 8550 Tiogawoods Drive, Sacramento, CA 95828, in a total amount not to exceed \$180,000.00 per contract year, which reflects the approximate amount anticipated to be expended each year of this potential three-year contract. Theirs was the lowest of the three bids received for this equipment as shown on the attached bid tabulation sheet (Attachment 1).

FINANCIAL CONSIDERATIONS:

Sufficient funds are available in the Fleet and Facility Management Division's FY98/99 budget for new service bodies, lumber racks, trailer hitches and related items.

ENVIRONMENTAL CONSIDERATIONS:

Ongoing administrative and maintenance activities, such as purchases of supplies, equipment or materials which are not made for purposes of a public works construction project, do not constitute a "project" and are exempt from the California Environmental Quality Act (CEQA). CEQA Guidelines, Sections 15061(b)(1), 15378(b)(3).

POLICY CONSIDERATIONS:

This recommendation is consistent with the requirements for competitive bidding as detailed in Title 57 of the Sacramento City Code.

MBE/WBE EFFORTS:

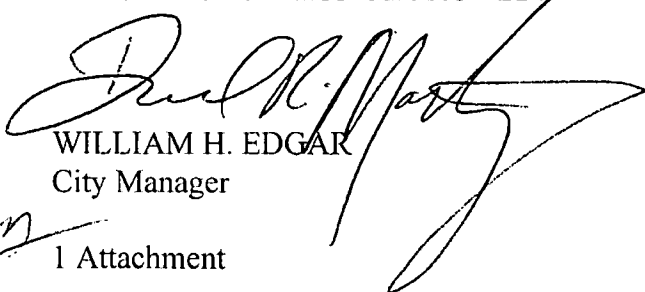
Requests for bid (RFB) were sent to seven (7) vendors, none of which were identified as M/WBE firms. No M/WBE firms were known or listed in the City Bid Directory that supply these types of vehicle accessories. T & N Manufacturing & Sales is not an M/WBE firm.

Respectfully Submitted,



Robert B. Holbrook
Procurement Services Manager

RECOMMENDATION APPROVED:



WILLIAM H. EDGAR
City Manager

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1 Attachment

**BID TABULATION SHEET
BID NO. 1789 - FOR VARIOUS SERVICE BODIES,
LUMBER RACKS, TRAILER HITCHES AND RELATED ITEMS**

<u>Bidder</u>	<u>Total, less Sales Tax</u>	<u>M/WBE</u>	<u>Prompt Payment Discount</u>	<u>1% City Tax Preference</u>	<u>Evaluation Total</u>
T & N Manufacturing & Sales	\$110,128.00 ⁽¹⁾	No	1/2% - 10 days ⁽²⁾	No	<u>\$110,128.00</u>
Diamond Truck Body	\$139,106.76	No	Net - 30 days	No	\$139,106.76
Pacific Utility	\$173,548.97	No	Net - 30 days	<1735.49>	\$171,813.48

Award of Contract to: T & N Manufacturing and Sales
8550 Tiogawoods Drive
Sacramento, CA 95828

Total Bid Amount: \$118,662.92 (includes Sales Tax)

Original Estimated Cost: \$180,000.00

Using Department: Fleet Operations for Various City Departments

Total Amount of Contract: \$180,000.00 ⁽³⁾

Bid Due Date: September 23, 1998

⁽¹⁾ Bid total adjusted for errors

⁽²⁾ Discount not included in evaluation

⁽³⁾ It is recommended that the City Council authorize the contract to T & N Manufacturing & Sales in a total amount not to exceed \$180,000.00 per contract year, which reflects the approximate amount anticipated to be expended each year of this potential three-year contract.

<u>Total No. of Bids Solicited</u>	<u>No. of M/WBE Bids Solicited</u>	<u>No. of M/WBE Responses</u>	<u>Award to M/WBE Vendor</u>
7	None Known or Listed	None	No

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