



APPROVED

OCT 23 2001

OFFICE OF THE
CITY CLERK

2.16

DEPARTMENT OF
ADMINISTRATIVE SERVICES

PROCUREMENT SERVICES DIVISION

CITY OF SACRAMENTO
CALIFORNIA

October 11, 2001

PS:Admin 01-54:RBH:DK:rf

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City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: ADOPTION OF SPECIFICATIONS AND AWARD OF BID NO. 1856 FOR VARIOUS SERVICE BODIES, LUMBER RACKS, TRAILER HITCHES AND RELATED ITEMS IN A TOTAL AMOUNT NOT TO EXCEED \$260,000.00 PER CONTRACT YEAR

LOCATION AND COUNCIL DISTRICT: Citywide

RECOMMENDATION:

Staff recommends that the City Council adopt specifications and accept the lowest responsible bid for the contract resulting from Bid No. 1856 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 \$260,000.00 per contract year.

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

FOR COUNCIL MEETING: October 23, 2001

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. 1856 for various service bodies, lumber racks, trailer hitches and related items in a total amount not to exceed \$260,000.00 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 \$260,000.00 per contract year. Theirs was the lowest responsible bid received as shown in the attached bid tabulation sheet (Attachment 1). Because the bid total of \$125,115.00 represents the amount based on quantities selected for bid evaluation purposes only, staff recommends that the City Council authorize a contract in a total amount not to exceed \$260,000.00 per year, which more closely reflects the actual amount anticipated to be expended each year of this potential three year contract.

FINANCIAL CONSIDERATIONS:

Sufficient funds have been budgeted by the Maintenance Services Division, Fleet Operations, Department of Public Works, for these services and materials.

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).

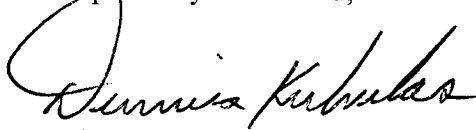
POLICY CONSIDERATIONS:

This recommendation is consistent with the requirements for competitive bidding as detailed in Chapter 3.56 of the Sacramento City Code.

ESBE EFFORTS:

Requests for bid were sent to four vendors, two of which were identified as ESBE firms. The firm being recommended for award, T & N Manufacturing & Sales, is a City-certified Small Business Enterprise.

Respectfully Submitted,


Robert B. Holbrook
Procurement Services Manager

RECOMMENDATION APPROVED:


ROBERT P. THOMAS
City Manager

1 Attachment

**BID TABULATION FOR
BID NO. 1856 - VARIOUS SERVICE BODIES, LUMBER RACKS,
TRAILER HITCHES AND RELATED ITEMS**

Bidder	Bid Total (Including Sales Tax)	5% ESBE Preference	Prompt Payment Discount	1% City Tax Preference	Evaluation Total
T & N Manufacturing And Sales	\$125,115.00	Yes <\$6,225.75>	Net 30	None	\$118,859.25
Diamond Truck Body	\$ 129,423.70	None	Net 30	None	\$129,423.70

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

Total Amount of Contract: \$260,000.00⁽¹⁾

Total Bid Amount: \$125,115.00

Using Department: Fleet Operations, Public Works

Original Estimated Cost: \$260,000.00

Bid Due Date: September 26, 2001

(1) The lowest responsible bid amount of \$125,115.00 represents the total for the estimated quantity selected for evaluation purposes only. Authorization is requested to enter into a contract in an amount not to exceed \$260,000.00 per year, which more closely reflects the actual amount anticipated to be expended each year of this potential 3 year contract.

Total No. of
Bids Solicited

4

No. of ESBE
Bids Solicited

2

No. of ESBE
Responses

1

Award to
ESBE Vendor?

Yes