

BOARD MEETING DATE: June 6, 2014

AGENDA NO. 7

PROPOSAL: Issue Purchase Order for Dedicated CNG Sedans

SYNOPSIS: On April 4, 2014, the Board approved funding of \$600,000 in the FY 2013-14 General Fund Budget from one-time revenues for the replacement of high mileage-high maintenance vehicles in SCAQMD's fleet, which are nearing CNG tank expiration within the next 12 months. On April 11, 2014, the Executive Officer approved release of an RFQ to competitively select a vendor from which to purchase these vehicles. This action is to issue a purchase order with DCH Gardena Honda, for up to 20 dedicated CNG Honda Civic sedans, at a cost not to exceed \$561,100. Funds are available in the FY 2013-14 Budget.

COMMITTEE: Administrative, May 9, 2014; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Executive Officer to issue a purchase order with DCH Gardena Honda for an amount not to exceed \$561,100, for the purchase of 20 new 2014 dedicated CNG Honda Civic sedans.

Barry R. Wallerstein, D.Env.
Executive Officer

WJ:SO

Background

To reduce the number of high-mileage, high-maintenance cost vehicles in the fleet, SCAQMD budgets annually for replacement vehicles. The CNG tanks of many of the older, high-mileage vehicles in SCAQMD's fleet are due to expire within the next 12 months. The Governing Board appropriated funding at its April 4, 2014 meeting, in the FY 2013-14 Budget, for the purchase of up to 20 dedicated CNG vehicles. On April 11, 2014, the Executive Officer authorized release of an RFQ to solicit quotes for the purchase of dedicated CNG vehicles.

Outreach

In accordance with SCAQMD's Procurement Policy and Procedure, a public notice advertising the RFQ and inviting bids was published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside County Press Enterprise newspapers to leverage the most cost-effective method of outreach to the South Coast Basin.

Additionally, potential bidders may have been notified utilizing SCAQMD's own electronic listing of certified minority vendors. Notice of the RFQ was e-mailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations, and placed on the Internet at SCAQMD's website (<http://www.aqmd.gov>). Information was also available on SCAQMD's bidder's 24-hour telephone message line (909) 396-2724.

Proposal Evaluation

Twenty copies of the RFQ were mailed out, and eight bids were received by the close of bidding at 2:00 p.m., April 25, 2014. Of those received, seven bids were deemed complete and responsive to the RFQ requirements.

The evaluation panel included three SCAQMD employees: the Business Services Manager, the Fleet Services Supervisor, and a Staff Specialist. Of these panel members, three are Hispanic; two are female and one is male.

All seven proposers submitted bids for CNG Honda Civics, which met the requirements for the CNG sedans specified in the RFQ. The attached summary lists responsive bidders and their scores. While Pacific Honda had the lowest priced Vehicle Unit Cost, they are not a local business and did not guarantee off-peak hour delivery. Therefore, staff recommends issuing a purchase order with DCH Gardena Honda, a local business with off-peak hour delivery, for the purchase of 20 new 2014 dedicated CNG Honda Civics, in an amount not to exceed \$561,100.

Resource Impacts

Sufficient funds for the purchase of these 20 replacement vehicles are available in the FY 2013-14 Budget.

Attachment

Bid Evaluation Summary

ATTACHMENT A

BID EVALUATION SUMMARY

RFQ 2014-09 Purchase of Dedicated CNG Vehicles

Vendor	Vehicle Unit Cost	Total Cost for 20 Vehicles	Total Cost for 20 Vehicles (Adjusted for Preference % Points)	Preference Percentage Points
DCH Gardena Honda	\$ 28,053	\$ 561,067	\$ 538,762	4%
Scott Robinson Honda	\$ 28,054	\$ 561,089	\$ 549,937	2%
Pacific Honda	\$ 27,881	\$ 557,623	\$ 557,623	0%
Fladeboe Automotive Group	\$ 28,536	\$ 570,718	\$ 559,566	2%
Goudy Honda	\$ 29,156	\$ 583,126	\$ 571,974	2%
Unicars Honda	\$ 29,655	\$ 593,091	\$ 581,939	2%
Wondries Fleet Group	\$ 30,781	\$ 615,611	\$ 593,306	4%