

FEATHER RIVER AIR QUALITY MANAGEMENT DISTRICT
MEMORANDUM
December 9, 2019

TO: FRAQMD BOARD OF DIRECTORS

FROM: Christopher D. Brown, AICP, APCO

SUBJECT: Authorize Purchase of new District Vehicle and authorize the APCO to execute related documents.

RECOMMENDATION:

Approve staff recommendation to purchase 2020 Ford Explorer Hybrid for \$36,831 from Geweke Ford and authorize APCO to sign related documents.

ALTERNATIVES:

Not approve staff recommendation and provide other direction.

BACKGROUND:

The District has 7 employees (2 engineers, 3 inspectors, 1 Planner and 1 Supervisor) who regularly use District vehicles. The District currently operates a fleet of four vehicles. The District's oldest vehicle is over 10 years old and while still operational, is nearing the end of its service life. Staff plans to keep that vehicle in service at this time but may remove it from the fleet if any major repairs become necessary. While the purchase of the new vehicle will expand the fleet to five vehicles the fleet will probably return to four vehicles in the near future.

DISCUSSION:

The District issued an RFP (attached) on 09/25/2019 and received two responses. The District then contacted to the two dealers for slight clarifications on each bid. The final totals are below:

Toyota Highlander - \$40,474.90

Ford Police Hybrid (Explorer) - \$36,831.89

Both vehicles are suitable for the intended purpose. Staff recommends the lower priced option, the Ford Police Hybrid.

Although the name “police” is in the vehicle’s name this is because the “police” model has vinyl floors and will hold up better under heavy fleet use. The vehicle is not equipped for law enforcement use without additional options. The regular Ford Explorer is higher priced and has more upscale options.

FISCAL IMPACT:

The District budgeted for a vehicle purchase from account #725-9901-441-60-03 (fixed assets) in the amount of \$40,000 in the fiscal year 2019/2020 budget.

An allocation of usage within the grants accepted by the Board will be made in order to justify the administrative portion the District has received.