


CITY COUNCIL ACTION REQUEST

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| Department(s): Finance | CEQA: Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment | Coordination: Department of Public Works, City Attorney's Office, City Manager's Budget Office | Dept. Approval: /s/ Julia H. Cooper |
| Council District(s): Citywide | | | CMO Approval:  12-5-18 |

SUBJECT: ACTION RELATED TO THE PURCHASE ORDER FOR FIREFIGHTING VEHICLE PARTS, MAINTENANCE, AND REPAIR SERVICES

RECOMMENDATION:

Adopt a resolution authorizing the City Manager to:

1. Execute a Purchase Order with Hi-Tech Emergency Vehicle Service, Inc. (Oakdale, CA) for firefighting vehicle parts, maintenance, and repair services for the Public Works Department for an initial twelve-month period, starting on or about December 19, 2018 and ending on or about December 18, 2019, for an amount not to exceed \$550,000; and
2. Exercise up to four one-year options to extend the term of the Purchase Order with the last option year ending on or about December 18, 2023, subject to the appropriation of funds.

Desired Outcome: To ensure longevity, reliability, safety and optimum performance of City's firefighting vehicles.

BASIS FOR RECOMMENDATION:

The Public Works Department/Fleet Management Division requires parts, maintenance, and repair services for its firefighting vehicles to ensure minimal downtime and optimal operating conditions for the vehicles. The vehicles are critical to City's frontline fire operations. The services are required for approximately 100 frontline City firefighting vehicles, including 45 fire engines which are housed in every City fire station and are the most frequently-used in daily emergency responses. Other types of firefighting vehicles that depend on these services are the City's ladder trucks and brush patrol vehicles. Ladder trucks are deployed for high rise fires and brush patrol vehicles are utilized in wildland fires in San Jose and in mutual aid events involving other jurisdictions. Vehicle maintenance and repair services are therefore vital to the City's fire service program.

A competitive Request for Bid (RFB) was facilitated by the Finance Department to procure these services. One bid was submitted and no protests were received. Since only one bid was received, staff reached out to companies who viewed the bid to understand why they elected not to submit a bid. One company stated they did not have a facility in Northern California to service the firefighting vehicles; another expressed that they did not meet the minimum qualification that they must be a Spartan Chassis 1S Service Level authorized service provider; and a third company said that they did not perform repair work on the type of vehicles required by the City.

Staff recommends award to Hi-Tech Emergency Vehicle, Inc. as the sole responsive and responsible bidder pursuant to the formal bidding procedures of the San José Municipal Code, Section 4.12.310B.

Commission Recommendation/Input: There is no commission recommendation or input associated with this action.

This Council item is consistent with the City's 2018-2019 Adopted Budget City Areas Delivery Framework: "Provide prevention and emergency response services for crime, fire, medical, hazardous, and disaster related situations. The public feels safe anywhere, anytime in San José for Fire Department emergency response and fire prevention."

COST AND FUNDING SOURCE:

| Fund # | Appn. # | Appn. Name | Total Appn. | Amt. for Recommendation | 2018-2019 Adopted Operating Budget Page | Last Budget Action (Date, Ord. No) |
|--------|---------|--|-------------|----------------------------|--|--|
| 552 | 0572 | Public Work Non- personal/Equipment | \$1,572,143 | \$550,000 | X-91 | 06/19/2018 30124 |

FOR QUESTIONS CONTACT: Jennifer Cheng, Deputy Director, Finance at (408) 535-7059