



# Board Agenda Item 30

DATE: March 1, 2016

TO: Board of Supervisors

SUBMITTED BY: Margaret Mims, Sheriff-Coroner  
Bernard Jimenez, Interim Director of Public Works and Planning  
Robert W. Bash, Director of Internal Services - Chief Information Officer

SUBJECT: Agreements with Lithia Ford of Fresno and Future Ford of Clovis to provide vehicle maintenance, service, and parts

## RECOMMENDED ACTION(S):

1. **Approve and authorize the Chairman to execute an Agreement with Future Ford of Clovis to provide vehicle maintenance services and parts for the Sheriff-Coroner's Office, Department of Public Works and Planning, and Internal Services Department effective March 1, 2016 through February 28, 2021, not to exceed five consecutive years, which includes a three-year base contract and two optional one year extensions, total not to exceed (\$1,875,000); and**
2. **Approve and authorize the Chairman to execute an Agreement with Lithia Ford of Fresno to provide vehicle maintenance services and parts for the Sheriff-Coroner's Office, Department of Public Works and Planning, and Internal Services Department effective March 11, 2016 through February 28, 2021, not to exceed five consecutive years, which includes a three-year base contract and two optional one year extensions, total not to exceed (\$1,225,000).**

There is no additional net County cost associated with the recommended actions. These agreements will allow the Sheriff-Coroner's Office, Department of Public Works and Planning, and Internal Services Department to obtain vehicle maintenance, service, and parts.

## ALTERNATIVE ACTION(S):

Four quotations were received in response to a Request for Quotation (RFQ); however, only Future Ford of Clovis and Lithia Ford of Fresno are qualified to perform warranty work at no cost for Ford Motor Service. Your Board may choose to award the contract to only one of the recommended vendors; however, that would limit the department's ability to obtain timely maintenance on vehicles.

## FISCAL IMPACT:

There is no increase in net County cost associated with these actions. Funding for each of the participating departments in these agreements is included in their adopted FY 2015-16 budgets. The departments' costs for the remainder of FY 2015-16 are as follows:

- |  |           |
|--|-----------|
| • Sheriff-Coroner Org 3111                     | \$133,333 |
| • Public Works and Planning Orgs 9015 and 9140 | \$36,667  |
| • Internal Services Org 8910                   | \$36,667  |

The annual allocation breakdown for each department by vendor is as follows:

**Future Ford of Clovis**

Sheriff-Coroner	\$250,000
Public Works and Planning	\$80,000
Internal Services	\$45,000

**Lithia Ford of Fresno**

Sheriff-Coroner	\$150,000
Public Works and Planning	\$30,000
Internal Services	\$65,000

The recommended agreement for Future Ford of Clovis is at a higher level than Lithia Ford of Fresno because Future Ford has a larger commercial fleet and can provide a faster turn-around on vehicles because they have more mechanics. Funding for future years will be included in each department's requested budget.

**DISCUSSION:**

The Departments of Public Works and Planning and Internal Services, as well as the Sheriff-Coroner have utilized contract services with Future Ford and Lithia Ford for parts, supplies and maintenance services since March of 2013. The current contract with Future Ford of Clovis expires February 28, 2016. The current contract with Lithia Ford of Fresno expires on March 10, 2016.

The Sheriff-Coroner is the primary user of these services; it maintains a fleet of patrol vehicles to provide a law enforcement presence for the unincorporated areas of the County's 6,000 square miles. Because of the wear and tear and extended mileage on the existing patrol fleet, repairs needed to keep many of the vehicles operational now include replacement of engines and transmissions resulting in a significant increase in maintenance costs. On March 24, 2015, your Board approved a Sheriff-Coroner Vehicle Replacement Plan to allow for the timely, systematic replacement of patrol vehicles to reduce the excessive cost of repairs including engines and transmissions and other repairs that exceed the salvage value of the vehicle; in the future, vehicle maintenance costs will decrease as the extended mileage vehicles are replaced.

On November 16, 2015, a RFQ was released for vehicle maintenance, service, and parts. On December 17, 2015, four quotations were received; however, only two vendors are qualified to perform warranty work at no cost to Ford Motor Service. The costs budgeted by the departments reflect costs incurred after the warranties expire. In addition, having a contract in place with the vendors will ensure timeliness of repairs for warranty work. Both vendors submitted quotations with different rates in the RFQ (as shown below).

Item	Lithia Ford Cost	Future Ford Cost
Core Charge	No	No
Delivery:		
Local Parts	2 hours	1 hour
Facing Depot	16 hours	24 hours
Other	48 hours	left blank
Parts Purchase History	Yes	Yes
Outside Salesperson	Yes	Yes
Mfr. Number Cross Ref.	Yes	Yes
Towing	No Addl. Charge	No Addl. Charge
Hourly Labor Rate	\$60.00	\$90.00
Parts Pricing	Cost Plus 10%	Cost Plus 6%

Based on the quotations received, both vendors selected are qualified and are recommended for approval. Having two vendors available for vehicle repair work will reduce the amount of wait time, thereby increasing deputy productivity time.

REFERENCE MATERIAL:

BAI #19, October 29, 2013  
BAI# 16, January 14, 2014  
BAI#17, February 4, 2014  
BAI #5, March 24, 2015

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Agreement with Future Ford of Clovis  
On file with Clerk - Agreement with Lithia Ford of Fresno

CAO ANALYST:

Jeannie Z. Figueroa