

STAFF REPORT – CITY COUNCIL MEETING

November 06, 2024

TO: Honorable Mayor and City Council Members

FROM: Emily Sinkhorn, Director of Environmental Services

PREPARER: Brigitte Price, Administrative Specialist

DATE: October 30, 2024

TITLE: **Approve the Purchase of Three 2025 Hybrid Ford Escapes and Award Contract to Harper Motors in the Amount of \$108,913.86, Including Tax; and Authorize the City Manager to Execute All Applicable Documents.**

RECOMMENDATION:

It is recommended that the Council:

- 1) Approve the purchase of three 2025 Hybrid Ford Escapes and Award Contract to Harper Motors in the Amount of \$108,913.86, Including Tax; and
- 2) Authorize the City Manager to execute all applicable documents.

INTRODUCTION:

The FY 2024/2025 budget for the Central Garage Fund prioritizes an investment in vehicle replacements to ensure continuity of services throughout the City's departments. Staff researched vehicles that could meet the needs of the City's police detectives while also exploring hybrid and full electric options for fuel economy. Staff reviewed the quotes that were received from vendors and recommends the Council consider the purchase of three hybrid Ford Escapes from local vendor Harper Motors. Purchase of these vehicles is budgeted in the current fiscal year.

DISCUSSION:

The City gathered quotes from two vendors, local vendor Harper Motors and HGAC Buy, a cooperative purchasing program. Harper Ford's quote for the hybrid Ford Escapes, at \$36,304.62 per vehicle, was less than the quote from HGAC Buy, at \$38,481.09 per vehicle, under Contract No. VE 11-20. As per the City of Arcata Municipal Code, the City shall have the authority to join with other units of government in cooperative purchasing. If a local vendor can match or beat the Cooperative Purchasing Contract, then an award may be made to the local vendor. It is recommended that the purchase of the hybrid Ford Escapes be awarded to Harper Motors. These vehicle purchase costs were budgeted within the Vehicle Maintenance activity (#57).

The Environmental Services department is also tracking the evolving California Air Resources Board (CARB) regulations for government fleets which will require 100% zero emission vehicle purchases by 2027. CARB's Advanced Clean Fleets Regulation details several exemptions to this rule including for emergency vehicles and vehicles driven by peace officers.

BUDGET/FISCAL IMPACT:

The total cost for the three hybrid Ford Escapes is \$108,913.86. Each Ford Escape is quoted at \$36,304.62 including taxes and delivery. Setup costs for all three vehicles will total, at most, \$11,000.00, as much of the equipment in retiring vehicles will be able to be reused in the new vehicles. Budget for these purchases and setup costs is available from the Vehicle Capital account 771-50-57-57900 Capital - Vehicles.

ATTACHMENTS:

- A. Harper Ford 2025 Escape Hybrid Quote (PDF)