



CITY OF MENIFEE

SUBJECT: Mid-Year 2022/2023 Police Department Fleet Vehicle Purchases

MEETING DATE: June 7, 2023

TO: Mayor and City Council

PREPARED BY: Christine Booker, Budgets & Grants Analyst

REVIEWED BY: Pat Walsh, Acting Police Chief

APPROVED BY: Armando G. Villa, City Manager

RECOMMENDED ACTION

1. Approve the purchase of four vehicles from the State of California Contract Vendor Wondries/National Auto Fleet Group, and BMW of Riverside in a not-to-exceed amount of \$282,214, including tax and delivery, from Account Number 105-4911-53155; and
2. Allow the purchase to be made under a Cooperative Purchasing (piggyback) Agreement as permitted under the Menifee Municipal Code Section 3.12.070 (6) with Sourcewell Contract No. 120716-NAF; and
3. Authorize the City Manager to execute the required documents and approve any future substitute orders due to limited availability, or unavailability of vehicles.

DISCUSSION

As the Menifee Police Department (PD) continues to grow, there is a need for new and replacement vehicles with units nearing the end of their useful lifespans. Given current demand and the lead-time required to secure vehicles, PD has begun the process of procuring replacement vehicles to ensure that the City is able to continue to meet the operational demands of the department without service interruptions.

Staff have worked closely with National Auto Fleet Group to select vehicles that would meet the needs of the department while being conscientious of the fiscal impact. Staff has also taken into account the current demand for vehicles across the country that is causing significantly longer than normal delivery times. The proposed vehicle assignments for the Department are for the Patrol and Traffic divisions as shown in Table 1 on the following page.

Table 1- Proposed Vehicle Assignments

Unit Type	Number of Units	Locations
BMW 1250 RT-P	1	Traffic
Chevrolet Tahoes	3	Patrol
TOTAL	4	

As part of the Fiscal Year (FY) 2022/2023 Mid-Year Budget, the City Council approved the purchase of four police vehicles. Due to the limited stock of vehicles, these vehicles may no longer be available following City Council approval. Keeping the current market conditions in mind, staff is requesting authorization for the City Manager to approve substitute orders/order replacements at a cost of up to an additional \$17,238.41, or approximately 6.5% to account for future pricing changes that may occur. The increase would only be used if the current quotes were no longer valid after City Council approval. Given the shortage of vehicles, the possibility of these vehicles not being available, and fluctuations of specific vehicle unit pricing, staff is requesting the City Manager be authorized to sign replacement quotes for the four vehicles with equivalent vehicles. The quotes attached to the staff report are provided for reference, but no guarantees can be made that these specific units would be available at the time of approval.

Purchasing of the vehicles using the Sourcewell Contract no. 0915521-NA, would expedite and result a costs savings by leveraging cooperative purchasing of the community, government agency, educational institute, tribal nation, and nonprofit pricing. Using the Sourcewell Contract, the City would also benefit from reduced administrative costs. The purchase is allowed under the Menifee Municipal Code Section 3.12.070 (6).

STRATEGIC PLAN OBJECTIVE

Safe and Vibrant Community

FISCAL IMPACT

The current fiscal impact for this item is \$282,214. This full amount for the four vehicles is budgeted within the FY 2022/2023 operating budget in Account No. 105-4911-53155 Capital Outlays, approved as part of the Mid-Year Budget adjustments on March 1, 2023. The attached quotes are summarized in Table 2 below.

Table 2- Vehicle Quotes

Unit Type	Amount Per Vehicle	# of Units	Location	Total Cost Per Type
BMW 1250 RT-P	\$33,504.26	1	Traffic	\$33,504.26
Chevrolet Tahoe	\$77,142.11	3	Patrol	\$231,426.33
TOTAL		4		\$264,930.59

*The additional \$17,283.41 (~6.5%) is budgeted for any price changes, for a total authorized amount of \$282,214.

The future fiscal impact for these items related to upkeep, fuel, and maintenance would be budgeted in future fiscal years budgets in the Fleet Services Account Nos. 115-4911-52300, 115-4911-52503, and 115-4911-52506.

ATTACHMENTS

1. BMW of Riverside - BMW Motorcycles
2. National Auto Fleet Group – Chevrolet Tahoe (3) Patrol