

Heber Public Utility District

REPORT TO BOARD OF DIRECTORS

MEETING DATE: August 20, 2015.

FROM: Laura Fischer, General Manager

SUBJECT: Award the bid purchase a mid-sized gas truck to Robinson Ford.

ISSUE:

Shall the Board of Directors award the bid to purchase a mid-sized gas truck to Robinson Ford?

GENERAL MANAGER'S RECOMMENDATION:

It is recommended that the Board of Directors award the bid to purchase mid-sized gas truck.

FISCAL IMPACT:

The FY 2015-16 budget has \$40,000 budgeted for the purchase of a mid-sized gas truck.

The total cost for the mid-sized gas truck is: \$23,822.75. The cost for the mid-sized gas truck will be distributed as follows:

MID-SIZED GAS TRUCK		
	FY 2015-16 Budget	Actual Cost Allocation
Water Fund	20,000	11,912
Wastewater Fund	20,000	11,912
TOTAL	40,000	23,823
REMAINING UNUSED BUDGET - AVAILABLE FOR OTHER EQUIPMENT PURCHASE		16,177

DISCUSSION:

Staff submitted a Request for Bid to purchase the mid-sized gas truck to 24 vendors. We received 2 bids. The lowest responsible bidder was Robinson Ford in Calexico for an amount of \$23,822.75.

The HPUD staff followed the legal requirements to bid the purchase of the equipment. We published the advertisement in the Imperial Valley Press twice in one week, we mailed 24 bid packets to vendors in the Southern California area, and we allowed over two weeks to respond.

CONCLUSION:

It is recommended that the HPUD Board award the bid to Robinson Ford for an amount of \$23,823.

Respectfully Submitted,

Laura Fischer, General Manager