

ORDINANCE NO. 190435 As Amended

Authorize a competitive solicitation and award of five contracts to provide Vehicle Upfitting Services for a five-year term and total amount not to exceed \$5 million (Ordinance)

The City of Portland ordains:

Section 1. The Council finds:

1. The Office of Management and Finance, CityFleet, is responsible for providing, maintaining, and repairing safe, reliable, and affordable vehicles and equipment to City bureaus and other government agencies. CityFleet maintains approximately 4,200 assets, including electric and plug-in hybrid electric vehicles, renewable natural gas vehicles, and renewable diesel vehicles.

2. CityFleet has a need of Vehicle Upfitting services for managed assets of the following types:

- Light-Duty Vehicle: <10,000 lbs.
- Medium-Duty Vehicle: 10,000 – 19,500 lbs.
- Light Heavy-Duty Vehicle: 19,001 – 26,000 lbs.
- Heavy-Duty Vehicle: >26,000 lbs.

These services include adding non-standard specialty equipment and tools to vehicles that are required to do the jobs and tasks of City work. For example, emergency lighting and sirens on emergency equipment.

3. There are approximately 300 upfits needed every year. CityFleet conducts hundreds of preventative maintenance jobs and repairs on 4200 assets in our fleet but requires vendors to perform the balance of the projects. CityFleet lacks the space, resources, and

Introduced by

Mayor Ted Wheeler

Bureau

Management and Finance

Prepared by

Nichelina Almirol-Robbins

Date Prepared

May 7, 2021

Requested Council Date

May 26, 2021

Requested Agenda Type

Regular 10 minutes

Date Filed with Clerk

May 18, 2021

skills to do much of the upfitting work, necessitating the need for contracted upfitting vendors.

4. CityFleet has never solicited for price agreements for vehicle upfitting services, instead procuring these services individually for each upfit. Soliciting many upfitting projects individually has slowed the volume of repairs that CityFleet can manage efficiently. Quality of service and timeliness of job completion has been difficult to enforce effectively due to the lack of agreed-upon contractual standards. This impact negatively affects adjoining bureaus who need the upfitted vehicles to perform their job duties.

5. Multi-year price agreements will allow CityFleet to upfit a larger number of vehicles in a shorter amount of time, stabilize pricing over a longer period of time and provide better oversight of vendors performing work.

6. On December 28, 2020, the Chief Procurement Officer advertised RFP No. 00001580. Seven (7) proposals were received and opened on January 27, 2021. All seven (7) proposals were deemed responsive to the requirements of the solicitation. The proposals were evaluated and scored by a panel of evaluators. On March 4, 2021 a Notice of Short List was created. On March 26, 2021 five (5) proposers submitted written responses for a secondary evaluation which were evaluated and scored by a panel of evaluators. The City issued a Notice of Intent to Negotiate and Award price agreements on April 12, 2021. The City issued a Notice of Intent to Negotiate and Award price agreements to Systems for Public Safety, RC Display Van, Pacific Truck Colors, Day Wireless Systems, and Pacific Service Center on April 12, 2021. No protests or other public comment were received.

7. The estimated cost per year for these services is \$1,000,000, for a total not-to-exceed amount of \$5,000,000 over five years. The confidence level in this cost is high. The expenditures are programmed into the CityFleet Rate Budget and reimbursed through Bureau Interagency Agreements as authorized in the CityFleet Operating Fund.

8. CityFleet seeks City Council's authorization for Procurement Services to conduct a competitive solicitation and award five price agreements for the services described above.

NOW, THEREFORE, the Council directs:

a. The Chief Procurement Officer is authorized to facilitate use of a competitive solicitation process in accordance with City code to obtain the most responsible and responsive offers for five price agreements for the services described in Section 1.

b. The Chief Procurement Officer is authorized to negotiate and execute price agreements with the five vendors described in Section 1, for a total not-to-exceed amount of \$5,000,000, provided the price agreements have been approved as to form by the City Attorney's Office.

c. The Mayor and City Auditor are hereby authorized to pay for the price agreements from the CityFleet Operating Fund.

Passed by Council: June 2, 2021

MARY HULL CABALLERO

Auditor of the City of Portland

Action Taken: May 26, 2021 Passed to
Second Reading June 2, 2021 at 9:30 am As
Amended

By *Christina Thomas*

Deputy

Commissioners voted as follows (Yea or Nay)

Rubio - Yea

Ryan - Yea

Hardesty - Yea

Mapps - Yea

Wheeler - Yea