

**City of Garden Grove**

**INTER-DEPARTMENT MEMORANDUM**

To: Matthew J. Fertal

From: Keith G. Jones

Dept: City Manager

Dept: Public Works

Subject: PURCHASE OF ONE (1) NEW  
3/4 TON UTILITY BODY TRUCK

Date: January 27, 2009

OBJECTIVE

To secure City Council authorization to purchase one (1) 3/4 ton utility body truck.

BACKGROUND

To improve the City's traffic signal maintenance program, the Engineering Division is requesting the addition of one (1) ¾ ton utility body truck to the City's fleet of vehicles. The planned addition was approved through the fiscal year 2008/2009 budget process. The following analysis represents the costs for the fleet addition.

ANALYSIS

Specifications were prepared and sent to five (5) local prospective bidders. In response to prescribed bidding procedures, one (1) bid was received; four (4) others were unresponsive.

Nicholas Chevrolet Garden Grove, CA.	\$30,969.64
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FINANCIAL IMPACT

The financial impact is \$30,969.64 to the Vehicle Maintenance Fund. Funds for the fleet addition are available as part of the fiscal year 2008/2009 budget.

COMMUNITY VISION IMPLEMENTATION

Dependable safe vehicles are essential to ensure the Public Works Department remains efficient, high-quality service providers, as outlined in the City of Garden Grove's strategic plan.

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RECOMMENDATION

It is recommended that City Council:

- Authorize the Finance Director to issue a purchase order in the amount of \$30,969.64 to Nicholas Chevrolet for the purchase of one (1) new 3/4 ton utility body truck.

  
KEITH G. JONES  
Public Works Director

  
By: Phillip Carter  
Equipment Maintenance Supervisor

**Recommended for Approval**  
  
Matthew Feral  
City Manager