

**COUNCIL ACTION FORM**

**SUBJECT: REPORT OF BID AND AWARD OF CONTRACT FOR  
CYRIDE ADMINISTRATIVE VEHICLE PURCHASES**

**BACKGROUND:**

CyRide primarily uses administrative vehicles to switch drivers along bus routes. Vehicles are typically replaced when they are four to seven years old. One vehicle per year is typically programmed for replacement in the CIP. In FY 2018/19, the vehicle up for replacement was not replaced and the funds were rolled forward to this year. Therefore, two vehicles are being replaced in the current budget year.

On January 27, 2020, a request for proposals was released for the purchase of two fuel-efficient hybrid four-wheel drive SUVs. A vehicle fleet with a mix of four-wheel drive vehicles allows drivers to be relieved during inclement weather conditions. Bids were due on February 10, 2020, and seven bids were received. Ames Ford Lincoln of Ames, IA submitted the low bid of \$53,840 for the purchase of two Ford Escape SE Hybrid 4x4 vehicles. CyRide has \$60,000 allocated for the purchase in the 2020-2025 Capital Improvement Plan.

**The Ames Transit Agency Board of Trustees approved the purchase of the vehicles at the March 4, 2020 meeting.**

**ALTERNATIVES:**

1. Accept the bid of Ames Ford Lincoln of Ames, Iowa and award a contract in the amount of \$53,840 for the purchase of two Ford Escape SE Hybrid 4x4 vehicles.
2. Accept the bid form one of the other six bidders.

**CITY MANAGER'S RECOMMENDED ACTION:**

Awarding this contract will allow CyRide to purchase two replacement administrative vehicles at the lowest price offered by the bidders. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving contract award to Ames Ford Lincoln of Ames, IA for the purchase of two Ford Escape SE Hybrid 4x4 vehicles in a contract amount of \$53,840.

CITY OF AMES, IOWA		2 EA Small Hybrid SUV, AWD or 4x4, 4 Door. Automatic Transmission	TOTAL COST	Make	Model	Year	Delivery
Mike Adair: madair@city.ames.is.us							
RFQ No. 2020-099							
CyRide Fleet							
Ames Ford Lincoln	\$26,920.14	\$53,840.28	Ford	Escape SE Hybrid	2020	14-16 Weeks	
Charles Gabus Ford	\$27,006.00	\$54,012.00	Ford	Escape Hybrid	2020		
McGrath Ford	\$27,455.00	\$54,910.00	Ford	Escape Hybrid	2020	15-17 Weeks	
Dewey Ford	\$27,670.14	\$55,340.28	Ford	Escape	2020	14-16 Weeks	
Stivers Ford	\$27,692.00	\$55,384.00	Ford	Escape	2020	16 Weeks	
Toyota of Des Moines	\$27,999.00	\$55,998.00	Toyota	RAV 4 Hybrid	2020		
Wilson Toyota	\$29,500.00	\$59,000.00	Toyota	RAV 4	2020	8 Weeks	