

ITEM #: 24
DATE: 10-24-23
DEPT: FIRE

COUNCIL ACTION FORM

SUBJECT: MOBILE OPERATIONS TRAILER AWARD OF BID

BACKGROUND:

In 1994, the City converted a former CyRide bus into a mobile incident command vehicle. The bus was repainted blue, and the interior of the bus was reconfigured to include a workstation and mobile radios. The bus became underutilized due to a variety of issues. It required special expertise to safely operate, and because it would sit unused for long periods, it was mechanically unreliable.

As staff explored a potential replacement option for the bus, a team researched the possibility of replacing the bus with a vehicle based on an RV body. However, these vehicles are expensive to outfit and continue to require routine maintenance to operate. **Therefore, staff decided to pursue a multi-purpose trailer-based concept that could be used City-wide by any City department. A trailer would have a small generator to maintain rather than a built-in engine and powertrain, significantly reducing maintenance requirements.**

A trailer concept has an additional advantage in that it can be produced by a variety of manufacturers. Additionally, the City has a variety of trucks that can move a trailer into operation when needed, which increases the ability to deploy a trailer for different types of City operations, including emergencies, special events, and community engagement activities. The towing of the trailer does not require any special license, increasing the number of City staff who could deploy it.

City staff from multiple departments that could potentially use the trailer (including Public Works, Parks and Recreation, Police, Fire, IT, and Electric) developed specifications for a trailer that could serve a variety of needs. On July 31, staff issued a Request for Proposals (RFP) to prospective suppliers. Staff evaluated each vendor based on several factors, including the following:

1. Experience and Technical Ability
2. Ease of Operation
3. Versatility of the Unit
4. Communication Capabilities
5. General Understanding of the Project

Proposals were received from four vendors. The scoring of the proposals resulted in the following rankings:

Bidder	Proposal Score	Purchase Price
JHB Group	2,100	\$214,233.60
LDV, Inc.	2,043	\$483,695.00
Nomad GSC	1,974	\$406,136.40
Chef Units, LLC	1,562	\$379,696.32

The maximum possible score, combining all six evaluators, was 3,000. The proposed product and experience related scores represented 85% of the overall score, and the proposed cost accounted for 20%.

During the Merits of Proposal evaluation, Chef Units, LLC received low scores due to lack of experience in the type of trailer requested. LDV, Inc. and Nomad GSC both received favorable Merits of Proposal scores, but it was determined that both units were significantly over the proposed budget without offering significant improvement in function over the unit proposed by JHB Group, Inc. **The evaluation team determined that the unit proposed by JHB Group, Inc. represented the best value to the City due to the fact that it met all requirements and is within the proposed budget.**

At the time of delivery, escrow funds in the amount of \$223,500 will be available for the purchase.

ALTERNATIVES:

1. Award a contract to JHB Group, Inc. for the purchase of a Mobile Operations Trailer at a cost of \$214,233.60.
2. Award a contract to one of the other vendors.
3. Reject the proposals.

CITY MANAGER'S RECOMMENDED ACTION:

The addition of a mobile operations trailer will greatly increase the City's ability to reach more customers in both emergency and non-emergency events. By utilizing a trailer platform, services from multiple departments can be deployed into different parts of the community to enhance community outreach events, support City operations, and allow fixed facility services to become mobile. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as stated above.