

Jefferson County  
Board of Commissioners  
Agenda Request

**To:** Board of Commissioners  
Philip Morley, County Administrator

**From:** Frank Gifford, Central Services Director *FG*

**Agenda Date:** May 19, 2014

**Subject:** Hybrid Sedans, Call for Bids (re-bid)

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**Statement of Issue:**

Call for bids for the supply of hybrid sedans as needed from time to time over five years for various County departments.

**Analysis/Strategic Goals/Pros & Cons:**

Fleet Services is proposing a bid for a five-year contract for a single model of small hybrid sedan to provide the lowest-cost option for personnel transportation. The previous attempt to obtain bids (bid opening May 12th, 2014) garnered two responses, both of which were rejected: one bid was incomplete and the other proposed a more expensive vehicle than is suitable for the County's purposes.

**Fiscal Impact/Cost Benefit Analysis:**

Small hybrid sedans ranked lowest in overall lifecycle cost out of a variety of suitable vehicles in Fleet Services' analysis for County departments that average 12,000 miles per year used to transport personnel with minimal equipment. Actual purchases using the resultant contract will be dependent upon requirements due to existing vehicles reaching their economic end of life. The specification was modified after the previous bid to make it clear that bidders' most economical vehicle options are preferred.

**Recommendation:**

Approve the attached Call for Bids setting the bid opening for 10am, June 9, 2014.

**Department Contact:**

Matt Stewart, Manager of Fleet Services, 344-9713

**Reviewed By:**

  
Philip Morley, County Administrator

*5/19/14*  
Date

**NOTICE TO VENDORS**  
**CALL FOR BIDS**  
**TO PROVIDE HYBRID SEDANS**

Notice is hereby given that the Board of County Commissioners of Jefferson County, State of Washington, will receive sealed bids up until the hour of 9:30 A.M. on Monday, June 9, 2014, at the Office of the County Commissioners, basement level of the Jefferson County Courthouse, 1820 Jefferson Street, Port Townsend, Washington, 98368, for the Supply of Hybrid Sedans. Bids may be mailed to the office of the Board of County Commissioners, P.O. Box 1220, Port Townsend, WA, 98368, but must be received by the previously stated date and time. Sealed bids will be opened and read publicly at 10:00 A.M. or shortly thereafter on Monday, June 9, 2014, at the Jefferson County Commissioners Chambers, basement level of the Jefferson County Courthouse.

The awarded contract will provide for the supply of Hybrid Sedans, as are needed from time to time, for a period of sixty months from date of award.

**Execute and submit one complete original bid package.** Bids shall be submitted in accordance with the provisions on file at the office of the Jefferson County Department of Central Services, Fleet Services Division, located at the Port Hadlock Shop, 371 Chimacum Road in Port Hadlock, Washington, where copies may be obtained.

The Board of County Commissioners reserves the right to reject any and all proposals and to accept the proposals deemed most advantageous to Jefferson County and to waive all informalities in the bidding. No facsimile bid documents or telephone quotations will be accepted.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2014.

BOARD OF JEFFERSON COUNTY COMMISSIONERS

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John Austin, Chair