



DATE: March 28, 2019
TO: Jack Louws, County Executive
FROM: Brad Bennett, AS Finance Manager
SUBJECT: Approval to Award RFP #19-12 Leasing of Drug Task Force Vehicles

BACKGROUND

A request for proposals for the leasing of four vehicles for the Drug Task Force was publically advertised and four responses were received on Tuesday, March 26, 2019.

The Sheriff's Office is requesting approval to award the RFP and enter into a 36-month lease with Marple Fleet Leasing, the most qualified vendor who also offers the lowest price. The total cost for a 36-month lease is \$71,704.12.

VEHICLE	MONTHLY PAYMENT	36 MONTHS	TAX	TOTAL
2019 Nissan Titan	530.00	19,080.00	1,698.12	20,778.12
2019 Ford F150	342.00	12,312.00	1,095.77	13,407.77
2019 Nissan Pathfinder	559.00	20,124.00	1,791.04	21,915.04
2019 Nissan Rogue	398.00	14,328.00	1,275.19	15,603.19
TOTAL 36 MONTH LEASE				71,704.12

The Sheriff's Office will handle and pay for the license and title fees separately from the lease agreement.

FUNDING

This is a planned expenditure and funds exist in the current Drug Fund budget. I recommend approval.


AS Finance Manager

Approved as recommended:

County Executive

Date of Council Action _____

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CHIEF INSPECTOR

WENDY JONES
CHIEF OF CORRECTIONS

DATE: March 27, 2019

TO: Brad Bennett, Finance Manager

THROUGH: Sheriff Bill Elfo *Bill Elfo*

FROM: Chief Deputy Kevin Hester *Kevin Hester*

RE: Recommendation of Vendor for DTF Leased Vehicles (RFP #19-12)

Under RFP 19-12 the Whatcom County Sheriff's Office has received four bids for the leasing of four vehicles to be utilized by our Whatcom Gang and Drug Task Force. The lease would be for a 36 month period, beginning May 1, 2019, with the option of one additional 12 month lease at the end of the 36 month term. After careful consideration of all four bids in relation to the selection criteria we had established, it is our recommendation that the bid be awarded to **Marple Fleet Leasing**, pending successful approval by the Whatcom County Council.

The following is a breakdown of each vendor (Marple Fleet Leasing; Acme Auto Leasing; Admiral Vehicle Leasing and Vehicle Leasing Associates-VLA), what they can provide, how that meets our selection criteria and how we ranked the vendors:

All of the vendors successfully met the criteria in regards to experience of the firm, length of time in business, relevant experience and experience in fleet leasing of the individuals who would be assigned to our account. In addition, two of the vendors (Marple and Acme) have positive previous experience in working with Whatcom County. Marple is currently the incumbent vendor who handles our current vehicle leasing term that this RFP will replace. All vendors also supplied relevant references to verify their abilities to perform the work required. All vendors supplied yearly mileage of 20,000 per vehicle with additional mileage charged at \$.15 per mile.

Admiral Leasing offered some additional services that included maintenance, fuel service, accident management and risk management. It is believed that these additional services could be added on for an additional cost yet to be negotiated. Admiral and VLA also offered a slightly reduced rate for the optional 12 month lease at the end of the 36 month term.

The priority selection criteria that we evaluated, in order, included the "vendor's ability to provide the vehicle specifications and desired requirements," "product delivery within the County's specified parameters" (May 1, 2019), and "...pricing arrangements that present minimum costs to the County over the term of the contract." **Marple** was the clear leader in the priority selection criteria. They met the mark in regards to the vehicle specifications (mix of import and domestic

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trucks and SUV's), darker colors requested, had the most timely delivery dates (May 1st and June 20th) and the best cost over the term of the contract (\$65,844 over 36 months).

In regards to the other vendors, **Acme** met the mark in regards to the vehicle specifications and colors/equipment requested. They could provide the order cut off dates in the required time frame, but the actual delivery was a little vague and would probably be 12 or more weeks out. Their cost was about \$5000 a year higher than Marple for a total of \$80,460 over the 36 month term. **Admiral** was able to provide the vehicle specifications but they listed that they would provide two of the vehicles in a color that was not acceptable for our criteria (super white). The delivery date was listed as "approximately 8-12 weeks" after ordering from the manufacturer, with the caveat that other factors may affect the delivery date. Admiral's pricing would be \$82,404 over the 36 month term. **VLA** did not meet the criteria for vehicle specifications as they provided all domestic brands with no import brands listed. No colors were listed and delivery dates ranged from 75-80 days after receipt of the purchase order for the 2019 vehicle, to 60-75 days after June 15th for the three 2020 vehicles. Overall pricing for the 36 month term from VLA was \$84,528. Please see the attached spreadsheet for a full breakdown of these priority selection criteria in relation to each vendor.

After a full review of proposals from the four respondents, it is the Whatcom County Sheriff's Office recommendation to award the bid to Marple Fleet Leasing. Based on our selection criteria the order of ranking was as follows:

1. Marple Fleet Leasing
2. Acme Auto Leasing
3. Admiral Vehicle Leasing
4. Vehicle Leasing Associates

Marple Fleet Leasing can provide the vehicles we requested, in the required colors, and with the specified equipment. They meet the delivery date criteria far ahead of any of the other vendors and they had the best overall pricing plan for the term of the contract. Full Marple pricing breakdown is as follows:

- Combined lease cost of 4 vehicles per month is \$1829 plus tax of \$162.78 equals **\$1991.78** per month.
- Lease cost per year of \$21,948 plus tax of \$1953.37 equals **\$23,901.37** per year.
- Lease cost over the 36 month term of lease is \$65,844 plus tax of \$5860.12 equals total cost of **\$71,704.12**.

This is the amount we would be seeking Council and Executive approval for. The Sheriff's Office would be reimbursed this amount from the Whatcom County Drug Fund for payment of the vehicle

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leases. Should you have any additional questions, please contact Chief Deputy Kevin Hester at extension 6634. Thank you.