



Camarillo City Council

AGENDA REPORT

Date: June 12, 2024

To: Honorable Mayor and City Councilmembers

From: Greg Ramirez, City Manager

Submitted by: Mitchell Cameron, Director of Administrative Services/Chief Innovation Officer

Subject: Award New Vehicle Purchase for the Camarillo Police Department, AS-2023-18

BACKGROUND

The Camarillo Police Department has requested the purchase of a new customized van to support the Community Resources Unit at various community outreach events. These events include Coffee and Hot Chocolate with a Cop at local coffee shops and schools, Cone with a Cop in various parks, the city's annual Heritage Festival, Concerts at the Park, employment Fairs at City and outlet mall locations, and other Police Department events and functions.

Project Hope is also set to benefit from this new van. They plan to use it as a mobile workspace to connect with and support unhoused and vulnerable citizens, providing much-needed services directly to those in need.

Furthermore, the van will double as a mobile office for neighborhood canvasses and events such as follow-ups to burglaries, Neighborhood Watch and Homeowner Association meetings. It may even be used to support patrol units at school graduations and other community events, making it a versatile tool in the department's arsenal.

DISCUSSION

Staff obtained three quotes for a 2024 high-roof cargo van with a custom build-out as specified by the Police Commander. The quotes were from:

1. National Auto Fleet Group (a cooperative purchasing agency)
2. The County of Ventura General Services Administration (GSA) Fleet Operations
3. Latitude Vans (a local van conversion company)

The custom build-out includes a retractable awning, a solar-powered charging package to power lights, a ceiling vent, an air conditioning unit, receptacles, and USB charging

ports. It also features a desk area with upper cabinets for storage, a four-foot bench for seating, and a removable laptop table.

The three quotes received are as follows:

<u>Name of Bidder</u>	<u>Amount of Bid</u>
1. Latitude Vans	\$121,338
2. GSA Fleet Operations	\$129,728
3. National Auto Fleet Group	Declined to provide quote

Staff recommends awarding the van purchase for Specification Number AS-2023-18 to Latitude Vans in the amount of \$121,340, and authorize a 15% contingency in the amount of \$18,200 based on manufacturers price increases experienced with other purchases in the past several months, for a total expenditure not to exceed \$139,540.

FISCAL IMPACT

Funds for the van purchase are included in Vehicles & Equipment, Capital Purchases Account No. 540-5540-455.91-33.

CEQA DETERMINATIONS

City staff has determined, in accordance with Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines, that a vehicle purchase is not subject to CEQA review because it can be seen with certainty that there is no possibility that the vehicle purchase has a significant effect on the environment.

RECOMMENDATION

1. Find the van purchase exempt from review under the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA Guidelines; and
2. Authorize City Manager to execute Latitude Vans quote and payment for the van in the amount of \$121,340; and approve a contingency up to \$18,200, for a not to exceed total of \$139,540; and
3. Authorize City Manager to execute future change orders up to the authorized contingency amount.

ATTACHMENTS

1. Ram Promaster 2500 SLTCargo Van High Roof 159

REFERENCE MATERIALS – AVAILABLE FOR REVIEW AT CITY HALL

Bids are available for review in the Administrative Services Department