



**City of Santa Ana**  
**20 Civic Center Plaza, Santa Ana, CA 92701**  
**Staff Report**  
**April 18, 2023**

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**TOPIC:** Purchase of F-59 Ford Chassis Book Mobile Conversion Vehicle for the Library

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**AGENDA TITLE**

Award Purchase Order to Matthews Specialty Vehicles, in the Amount of \$439,922, for an F-59 Ford Chassis Book Mobile Conversion Vehicle (Specification No. 23-013) (General Fund and Cannabis Public Benefits Fund)

**RECOMMENDED ACTION**

Authorize a one-time purchase and payment to Matthews Specialty Vehicles for a 2023 F-59 Ford chassis book mobile conversion, in the amount of \$414,922, plus a contingency of \$25,000, for a total amount not to exceed \$439,922, subject to non-substantive changes approved by the City Manager and City Attorney.

**DISCUSSION**

The Public Works Agency's Parks, Fleet, and Facilities Services Division is responsible for the acquisition, maintenance, repair, and replacement of vehicles, trucks, and maintenance equipment. The Santa Ana Public Library's purpose is to respond to the community's informational, educational, and personal interest needs using books, materials, technology, and professional expertise.

The City of Santa Ana has a high-density population of approximately 310,000 over 27 square miles, with large portions of the City's population not living within close proximity to a public library. To provide Santa Ana residents with better library services, Public Works and the Library have collaborated to bring a second, larger bookmobile to the Santa Ana community. This much-needed additional community resource will allow the Library to meet residents closer to where they live, work, and play.

Between July and December of 2022, the City's current bookmobile, also known as the Knowledge Mobile, made over 170 site visits, checked out 5,165 books, served 23,913 people, created 528 new library cards, and attended 32 special events. Adding a second, larger vehicle will allow for an expanded service route and enable visits to more special events, community centers, local nonprofits, parks, and schools throughout Santa Ana. The new vehicle will have more room for library book collections and technology, as well as additional space to welcome the public onboard the vehicle. The vehicle will also be equipped with a more robust technology platform that includes a large screen TV, sound system, and other multimedia functions. Offering an enhanced

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mobile library service will better provide educational and recreational support across the entire City and allow the Library to respond more adequately to community needs.

The Notice Inviting Bids was advertised on January 27, 2023, on the City’s online bid management and publication system. A summary of the bid invitation and bids received is as follows:

129	Vendors Notified
11	Santa Ana Vendors Notified
14	Vendors Downloaded the Bid Packet
4	Bids Received
0	Bids Received from Santa Ana Vendors

Four bids were received and opened on February 24, 2023, and evaluated. The bid received from LDV, Inc. was deemed non-responsive due to missing required documents. The results are as follows:

Vendor	Location	Amount
Matthews Specialty Vehicles, Inc.	Greensboro, NC	\$379,780.00
Chefs Units, LLC	Houston, TX	\$379,808.79
Farber Specialty Vehicles	Reynoldsburg, OH	\$430,211.00
LDV, Inc.	Burlington, WI	Non- Responsive

The bid submitted from Matthews Specialty Vehicles, Inc. is responsive to the specifications and meets the City’s requirements. The total purchase price including sales tax is \$414,922.

**FISCAL IMPACT**

The current fiscal year funding is available in the FY 22-23 budget in the following accounts:

Fiscal Year	Accounting Unit-Account #	Fund Description	Accounting Unit, Account Description	Amount
2022-23	01111017-66400	General Fund	Library-Service Enhancement, Machinery & Equipment	\$400,000
2022-23	01211020-66400	Cannabis Public Benefit Fund	Library Youth Services, Machinery & Equipment	\$39,922
<b>TOTAL</b>				<b>\$439,922</b>

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Approved By: Kristine Ridge, City Manager