



# REQUEST FOR PROPOSAL

## FLEET MAINTENANCE SERVICES

### Addendum No. 1 – 7/2/2025

#### **NOTICE TO ALL VENDORS SUBMITTING PROPOSALS:**

You are hereby notified of the following changes, clarifications or modifications to the RFP documents. This addendum shall supersede the original RFP documents and subsequent addenda. Wherein this addendum contradicts the original RFP documents and previous addenda, this addendum shall take precedence. All other conditions shall remain unchanged. The changes specified below shall become a legal part of the original RFP documents.

#### **CHANGES AND/OR CLARIFICATIONS TO THE REQUEST FOR PROPOSAL:**

**There is no extension of time to the response deadline as a result of this addendum.**

Addendum No. 1 contains the following information:

- Questions and clarifications resulting from the Pre-Proposal Meeting held on 6/26/2025.
- Adjustment to the Cost Proposal requirements.
- Change for Police Vehicle brake inspections.

Working together to **serve**, build **community** and enhance **quality of life**.

## Questions and Clarifications

### 1. CERTIFICATIONS QUESTIONS/COMMENTS:

- a. ASE Technicians – List any relevant certifications, not just ASE, that each mechanic holds.
- b. Time-Based Qualifications – If a certificate is granted based on work-hour history and a submittable certificate is not available, documentation is not required to include in the proposal. City staff may request proof at a later date.
- c. Class A & B License – A Class A and/or B California Driver's License will be required for transporting applicable vehicles.

### 2. INSPECTIONS:

- a. Inspection Format – Should this be an all-in-one submission?
  - i. The City is seeking overall PM inspection pricing, not itemized repair breakdowns for PM inspection items.
- b. Oil/Filter Specs – What specifications should be followed for oil type, filters, etc.?
  - i. Use manufacturer specifications.
- c. Engine Hours – What about scheduling for equipment usage based on engine hours?
  - i. No vehicles listed in Attachment 2 are maintained based on engine hours. Pony motors will be maintained outside of this contract.
- d. Police Brake System Expectations – What are the expectations for Police brake system overhaul services?
  - i. A full overhaul is not expected at the C-Service maintenance interval. The brake system should be inspected. See amended text below.
- e. CARB Inspections – How are CARB inspections results handled?
  - i. City staff maintain the inspection results in CTC-VIS.
- f. Emergency Vehicle Radios/Electronics – Are emergency vehicle radios/electronics expected to be included?
  - i. A-Service for Patrol vehicles includes inspection of the emergency lighting systems. But, as stated in Attachment 1 - Section VIII, the maintenance of radios and emergency lights is outside the scope of this contract.
- g. Vehicle Cameras – Will cameras on Police vehicles be activated during inspections?
  - i. Cameras will be turned off prior to the vehicle being released for maintenance.
- h. Onsite Repairs/Inspections – Are on-site inspections allowed?
  - i. On-site inspections will be allowed at the Public Works Yard. On-site work at the other facilities will need to be cleared with the City representative.

### 3. COMMUNICATIONS:

- a. Point of Contact – Who will be our contact for inspections/scheduling?
  - i. Each department division will designate a contact person for inspections and scheduling.

- b. Scheduling Requirements – Will there be special timing requirements for scheduling such as early hours to accommodate shift changes, vehicle rotations, etc.?
  - i. Scheduled maintenance times should be scheduled during vendor’s normal business hours. There is no expectation of before or after-hours pick-up or drop-off.
- 4. TRANSPORTATION:
  - a. Cost per Vehicle – Should the cost of transporting vehicles for PM service and repairs be listed per vehicle?
    - i. See amended text below
- 5. OTHER ITEMS:
  - a. Vehicle List – An updated vehicle list is included in this Addendum. This list supersedes the list in the original RFP.
    - i. 2002 FORD F-150 #787 has been removed from the list.
    - ii. Updated vehicle count
      - 1. Total vehicle count: 77
        - a. Passenger vehicles: 17
        - b. ½ ton: 18
        - c. ¾ ton gas: 15
        - d. Police Patrol: 12
      - 2. All other counts remain the same
      - 3. An updated Cost Proposal worksheet has been to the RFP web page.
  - b. Transmissions – Do any vehicles have a manual transmission?
    - i. There is one vehicle with a manual transmission.
      - 1. 1999 FORD RANGER #604
  - c. PTO – Do any vehicles have any PTO?
    - i. Yes, the following vehicles are outfitted with a serviceable PTO:
      - 1. 1992 GMC Top Kick #808
      - 2. 2007 Peterbilt LT8500 #239
      - 3. 2016 FREIGHTLINER 114 SD VAC-CON #851

## Vehicle Transportation - Cost Proposal

### Attachment 1 – Section I – Item E.2

In order to better show the cost of service and the cost of transportation, the cost proposal should separate the cost of service from the cost of transportation.

Previous text:

- 1) The Proposer will be responsible for picking up vehicles for maintenance and dropping them off after the service have been performed. The cost, if any, of this pick-up and drop-off service should be ~~included in the per vehicle cost proposal.~~

Amended text:

- 1) The Proposer will be responsible for picking up vehicles for maintenance and dropping them off after the service have been performed. The cost, if any, of this pick-up and drop-off service should be **listed separately from the cost of the service.** **The subtotaled costs for service and transportation should be combined to calculate the Total Annual Proposed Amount.**

## **Police Brake Inspections**

Attachment 1 – Section I – Item C.2.c.ii

C-Service items for Police Patrol Vehicles shall be adjusted as follows. The Brake system text shall be changed from ‘overhaul’ to ‘inspection.’

c) C-Service

Conducted every 6 months or 12,000 miles.

The tasks to be performed during the performance of C-Service PM Inspections on marked Police Department vehicles will be identical to those performed for administrative cars with the following additions:

- i) Full diagnostics and tune-up (as needed)
- ii) Brake system ~~overhaul~~ **inspection**
- iii) Emissions checks and engine timing
- iv) Suspension and steering evaluation
- v) Air conditioning system inspection
- vi) Comprehensive safety review

# City Fleet List

Last Updated: 7/2/25

Class ID	Dept/Division	Year	Make	Model	Location	Fuel	#	VIN
	Administrative Cars, Light Trucks & Vans							
LT	Comm Dev	2009	FORD	Escape	City Hall	Gas	608	1FMCU92709KC39397
LT	Comm Dev	2018	JEEP	Renegade	City Hall	Gas	610	ZACCJAAB5HPF14027
LT	Comm Dev	2024	FORD	Maverick	City Hall	Gas	611	3FTTW8B97RRA24413
LT	Comm Dev	2014	CHEVROLET	Cruze	City Hall	Gas	609	1GPA5SGXF7136972
LT	Rec	2017	CHRYSLER	Pacifica	CPCC	Gas	791	2C4RC1EG6HR653623
LT	Zoo	2008	FORD	F-150	Zoo	Gas	712	1FTVX12506NA58685
LT	Zoo	2023	CHRYSLER	Pacifica	Zoo	Gas	791	2C4RC1BG0PR535537
LT	IT	2002	FORD	Crown Vic	City Hall	Gas	942	2FAFP71WX2X115796
LT	IT	2005	CHEVROLET	Tahoe	City Hall	Gas	508	1GNEK13Z44R206267
LT	Fire/OPS	2012	FORD	F-150	Station 1	Gas	594	1FTFW1EF2CFC81912
LT	Fire/OPS	2021	CHEVROLET	2500	Station 1	Gas	598	1GC4YLE77MF265194
LT	Fire/OPS	2014	CHEVROLET	AMBULANCE	Station 1	Gas	599	1GBZGUCG2E1162527
LT	Fire/ADMIN	2017	CHEVROLET	TAHOE	City Hall	Gas	596	1GNSKFEC8JR122831
LT	Fire/ADMIN	2018	CHEVROLET	1500	City Hall	Gas	597	3GCUKNEC8JG382965
LT	Fire/ADMIN	2022	CHEVROLET	SUBURBAN	City Hall	Gas	513	1GNSKAKD3NR156407
LT	Public Works/BM	2018	DODGE	RAM 2500	PW Yard	Gas	805	3C6LR4AT8JG176981
LT	Public Works/BM	2019	DODGE	RAM 2500	PW Yard	Gas	814	3C6MR4AJ0KG684351
LT	Public Works/BM	2024	GMC	1500	PW Yard	Gas	815	3GTNHAEK2RG354772
LT	Public Works/ENG	2008	CHEVROLET	SILVERADO	PW Yard	Gas	237	1GCEC19098E155702
LT	Public Works/ENG	2006	HONDA	CRV	City Hall	Gas	813	JHLRD78986C059234
LT	Public Works/PK	2011	FORD	F-150	PW Yard	Gas	418	1FTNF1CF6BKD92662
LT	Public Works/PK	2019	DODGE	RAM 1500 4X4	PW Yard	Gas	420	3C6JRTAG7KG670200
LT	Public Works/PK	2022	DODGE	RAM 2500	PW Yard	Gas	422	3C6MR4AJXNG417271
LT	Public Works/PK	1999	FORD	F-250	PW Yard	Gas	807	1FTNX20L0XEB65776
LT	Public Works/PWO	2001	FORD	F-250 SUPER DUTY	PW Yard	Diesel	506	1FTNW21F71EC63254
LT	Public Works/ST	2015	FORD	F-250	PW Yard	Gas	240	1FTBF2A66FEB06969
LT	Public Works/ST	2015	FORD	F-250	PW Yard	Gas	241	1FTBF2A62FEB06970
LT	Public Works/ST	2018	DODGE	RAM 2500	PW Yard	Gas	242	3C6LR4ATXJG176982
LT	Public Works/WW	1999	FORD	RANGER	PW Yard	Gas	604	1FTYR11V7XPC02246
LT	Public Works/WW	2002	DODGE	RAM 2500	PW Yard	Diesel	809	3B7KC26612M288330
LT	Public Works/WW	2007	GMC	2500	PW Yard	Gas	811	1GCHK24UE7E119966
LT	Public Works/WW	2009	GMC	2500	PW Yard	Gas	812	1GTHC49K39E142672
LT	Public Works/WW	2007	JEEP	COMPASS	PW Yard	Gas	850	IJ8FF47W47D427879
LT	Public Works/WW	2016	GMC	2500	PW Yard	Gas	852	1REG6GF184195
LT	Public Works/WW	2023	GMC	1500	PW Yard	Gas	856	3GTPHAEK5PG124892
LT	Public Works/WW	2024	CHEVROLET	2500 HD SILVERADO	PW Yard	Gas	857	1GB0WLE73RF355846
LT	Public Works/WW	2025	FORD	CCTV VAN	PW Yard	Gas	858	1FTBW3X80RKA04782
	Heavy Duty (over 10k GVW)							
HD	Public Works/PK	2025	GMC	SIERRA 2500 HD	PW Yard	Gas	423	1GT3HLE79SF212540
HD	Public Works/ST	2007	PETERBILT	LT8500	PW Yard	Diesel	239	2NPLHD6X27M664016
HD	Public Works/ST	2025	GMC	SIERRA 3500	PW Yard	Gas	243	1GT3HPE71SF212250
HD	Public Works/ST	1992	GMC	TOP KICK	PW Yard	Diesel	808	1GDP7H1J5NJ525861
HD	Public Works/WW	1990	GMC	TOP KICK	PW Yard	Diesel	806	1GDM7H1J3MJ504279
HD	Public Works/WW	2003	FORD	F550	PW Yard	Diesel	810	1FDAF56P33ED86212

HD	Public Works/WW	2016	FREIGHTLINER	114 SD VAC-CON	PW Yard	Diesel	851	1FVAG3GHHC2807
HD	Public Works/WW	2018	DODGE	RAM 3500	PW Yard	Gas	853	3C7WRCAJ7JG409024
HD	Public Works/WW	2019	DODGE	RAM 3500	PW Yard	Gas	854	3C7WR9AJ3KG716405
	<b>Police Vehicles</b>							
LT	PD/Admin	2021	CHEVROLET	Colorado	PD	Gas	1001	1GCGSBEN5M1132826
LT	PD/Admin	2021	CHEVROLET	Malibu	PD	Gas	1002	1G1ZC5ST6MF013656
LT	PD/Admin	2024	CHEVROLET	Malibu	PD	Gas	1015	1G1ZG5ST5SF151013
LT	PD/Admin	2024	CHEVROLET	Malibu	PD	Gas	1016	1G1ZGST4SF151018
LT	PD/Admin	2018	CHEVROLET	Silverado	PD	Gas	989	3GCPNCEC0JG138916
LT	PD/Admin	2014	CHEVROLET	Tahoe	PD	Gas	984	1GNLC2E00ER178722
LT	PD/Admin	2019	DODGE	Charger	PD	Gas	996	2C3CDXAG0KH734162
LT	PD/Admin	2022	FORD	Explorer	PD	Gas	1007	1FMK5K8AW8NNA11058
LT	PD/Admin	2022	FORD	Explorer	PD	Gas	1008	1FM5K8AW2NNA10987
LT	PD/Admin	2022	FORD	Explorer	PD	Gas	1009	1FM5K8AW0NNA13791
LT	PD/Admin	2022	FORD	F150	PD	Gas	1003	1FTFW1P8XNKE90162
LT	PD/Admin	2014	FORD	Interceptor Sedan	PD	Gas	978	1FAHP2MK7EG175307
LT	PD/Admin	2015	FORD	Interceptor Sedan	PD	Gas	986	1FAHP2MK9FG195401
LT	PD/Admin	2022	GMC	1500	PD	Gas	1010	3GDNHAEDXNG649500
PD	PD/Patrol	2023	DODGE	Durango	PD	Gas	1004	1C4SDJFT3PC675807
PD	PD/Patrol	2023	DODGE	Durango	PD	Gas	1005	1C4SDJFT5PC675808
PD	PD/Patrol	2023	DODGE	Durango	PD	Gas	1006	1C4SDJFT7PC675812
PD	PD/Patrol	2023	DODGE	Durango	PD	Gas	1012	1C4SDJFT8PC675821
PD	PD/Patrol	2023	DODGE	Durango	PD	Gas	1013	1C4SDJFT1PC675840
PD	PD/Patrol	2023	DODGE	Durango	PD	Gas	1014	1C4SDJFT7PC675843
PD	PD/Patrol	2022	FORD	Explorer	PD	Gas	1011	1FM5K8ABXPGAD4410
PD	PD/Patrol	2017	FORD	Interceptor SUV	PD	Gas	985	1FM5K8AR4HGA36588
PD	PD/Patrol	2017	FORD	Interceptor SUV	PD	Gas	988	1FM5K8AR4HGE14800
PD	PD/Patrol	2017	FORD	Interceptor SUV	PD	Gas	990	1FM5K8ARXHGE14798
PD	PD/Patrol	2020	FORD	Interceptor SUV	PD	Gas	994	1FM5K8AB0LGC35181
PD	PD/Patrol	2021	FORD	Interceptor SUV	PD	Gas	998	1FMK58AB9MGA42433
PD	PD/Traffic	2021	BMW	R 1250 RT P	PD	Gas	999	WB10J6304L6D22492
PD	PD/Traffic	2021	BMW	R 1250 RT P	PD	Gas	1000	WB10J6308L6D22463
SP	PD/Special	1955	CHEVROLET	Bellaire	PD	Gas	919	A55L051794
SP	PD/Special	2015	KAWASAKI	Off-road	PD	Gas	977	JKARTDC10CB501659