



MOUNTAINS RECREATION & CONSERVATION AUTHORITY

Los Angeles River Center & Gardens
570 West Avenue Twenty-six, Suite 100
Los Angeles, California 90065
Phone (323) 221-9944

MEMORANDUM

TO: The Governing Board

FROM:  Joseph T. Edmiston, FAICP, Hon. ASLA, Executive Officer

DATE: February 06, 2019

SUBJECT: **Agenda Item VI(h) : Consideration of resolution authorizing a vehicle purchase from Penske Toyota of Downey.**

Staff Recommendation: That the Governing Board adopt the attached resolution authorizing entering into a vehicle purchase from Penske Toyota of Downey for one (1) new Toyota Highlander in an amount not to exceed \$46,503.

Background: In December 2018, MRCA solicited competitive bids for one hybrid sport utility vehicle. The vehicle will be used in support of daily operations of executive administration duties, and will replace a similar vehicle that was damaged in an accident. Two bids were received, however one was deemed non-responsive because the vendor could not provide required services related to licensing and registration. After careful review staff determined that Penske Toyota of Downey was the lowest responsible and responsive bidder, with a total price of \$40,188. Penske Toyota's bid, financed through Toyota Motor Credit Corporation, will deliver one 2019 Toyota Highlander within 90 days. The financing terms are five (5) years at a 5.8% interest rate, with no down payment or buyout payment. The total cost, including interest payments, will be \$46,503.

The extent of damages on the existing fleet vehicle were extensive enough to deem the vehicle totaled. Pursuant to the agency's property disposal policy, vehicles may be sold via advertised public auction or bid, or by a direct sale to parties for Kelley Blue Book value. MRCA vehicles are used for the express purpose of conducting MRCA business, and any other use is expressly prohibited by the Vehicle Usage Policy.

Consideration: The total cost for the vehicle, including interest, is \$46,503.

Fiscal Impact: The financed payments will be made from general funds over a five year period. A portion of costs may be recovered through the vehicle allocation rate, to the extent that the vehicle is used for eligible purposes.