

**VILLAGE OF DOWNERS GROVE**  
**Report for the Village**  
**3/21/2023**

<b>SUBJECT:</b>	<b>SUBMITTED BY:</b>
Authorization to Purchase Replacement Vehicles	Andy Sikich Public Works Director

**SYNOPSIS**

A resolution has been prepared, waiving competitive bidding and authorizing staff to purchase up to five (5) vehicles in an amount not to exceed \$175,000.

**STRATEGIC PLAN ALIGNMENT**

The goals for 2021-2023 include *Steward of Financial, Environmental and Neighborhood Sustainability*.

**FISCAL IMPACT**

The proposed FY23 budget did not include the purchase of these vehicles, as delivery was expected to occur in FY22. However, as they were not delivered in FY22, adequate funds exist in the Equipment Replacement Fund for these purchases.

**RECOMMENDATION**

Approval on the March 21, 2023 consent agenda.

**BACKGROUND**

On February 1, 2022, the Village Council approved the purchase of five (5) 2022 Ford Escape Hybrids from National Auto Fleet Group (NAFG) of Watsonville, CA, in the amount of \$161,794.62. These vehicles were to replace existing vehicles used by the Public Works, Fire, and Community Development Departments. Immediately after Council approval, the vehicles were ordered through the SourceWell government purchasing cooperative. Ordinarily, the Village receives vehicles within the same fiscal year as they are ordered. However, these vehicles still have not been received, and Ford has notified NAFG that the orders will need to be switched to the 2024 model year, or canceled.

The vehicle purchasing environment has become increasingly difficult in the past two years. The COVID-19 pandemic, global supply chain issues, declining vehicle inventories and very long delivery schedules for vehicles have made it very difficult for the Village to replace vehicles with any certainty of pricing or delivery date. Should the Village choose to switch these orders to the 2024 model year, staff has very little confidence that the vehicles will be delivered within FY23.

As such, staff is requesting the authorization to cancel the order with NAFG, and purchase replacement vehicles through dealerships or government cooperatives that have suitable vehicles in stock, including the ability to place a down payment on vehicles that are in production and/or in transit. In the current market for

new vehicles, the length of time it takes to go through the standard public bid process would preclude the purchasing of these vehicles. As a result, staff is requesting the advance authority to purchase these vehicles as they become available, waiving competitive bidding requirements and without further Council approval of each individual purchase. Staff will utilize best practices to verify that the vehicles purchased are priced commensurately with similar vehicles from other manufacturers and dealerships in our region.

The Village has a long-standing commitment to its green fleet, so preference will be given to hybrid or electric vehicles to the extent practicable. Availability of new vehicles, especially hybrid or electric vehicles, is extremely limited. By purchasing these replacement vehicles as they become available, continuity of Village operations will remain intact without the need for rental vehicles or equipment, or other potentially more expensive temporary solutions.

## **ATTACHMENTS**

Resolution

**RESOLUTION NO.****A RESOLUTION AUTHORIZING THE PURCHASE OF UP TO  
FIVE (5) VEHICLES**

WHEREAS, the Village is a home rule municipality pursuant to Section 6(a), Article VII of the 1970 Constitution of the State of Illinois, and as such may exercise any power and perform any function pertaining to its government and affairs (the "Home Rule Powers"):

WHEREAS, the Village Council of the Village has the authority to adopt ordinances and resolutions and to promulgate rules and regulations that pertain to its government and affairs and protect the public health, safety and welfare of its citizens;

WHEREAS, the Village Council has adopted a Village Council Policy regarding Village Purchasing Procedures certain procedural requirements for obtaining bids and proposals for projects and services;

WHEREAS, with respect to the purchase of vehicles and equipment, the Village's fleet team evaluates the need to replace certain vehicles and equipment on an annual basis. Last year the fleet team determined that numerous vehicles and equipment needed to be purchased, including five (5) 2022 Ford Escape Hybrids for Public Works, Fire and Community Development;

WHEREAS, on February 1, 2022, the Village Council authorized the purchase of five (5) 2022 Ford Escape Hybrids;

WHEREAS, in accordance with the Village's purchasing procedures, the Village ordered the vehicles through National Auto Fleet Group, a government purchasing cooperative. Normally, the Village receives the vehicles within the same fiscal year that they are ordered. However, due to the COVID-19 pandemic, global supply chain issues, declining vehicle inventories and very long delivery schedules for vehicles, the Village was notified that the replacement vehicles are not available and will have to be switched to the 2024 model year or cancelled;

WHEREAS, based upon the foregoing information, staff is requesting authority to waive the competitive bidding requirements and to purchase five (5) replacement vehicles on the open market;

WHEREAS, pursuant to its Home Rule Powers, the Village has the authority to waive the bidding and proposals requirements.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Downers Grove, DuPage County, Illinois, as follows:

1. That the Village Council finds it is in the best interests of the Village to waive the bidding and proposal requirements for the purchase of up to five (5) vehicles; and therefore, does hereby waive any applicable public bidding or proposal requirements imposed by State statute or Downers Grove ordinances or policies.

2. That the Village Council authorizes staff to purchase up to five (5) vehicles directly from any vendor in a total not-to-exceed amount of \$175,000.00 without having to seek Village Council approval for each individual vehicle purchase.

3. That Village staff is hereby authorized and directed to cancel that portion of the contract between the Village and National Auto Fleet Group for the purchase of five (5) 2022 Ford Escape Hybrids.

4. That the proper officials, agents and employees of the Village are hereby authorized and directed to take such further action as they may deem necessary or appropriate to perform all obligations and commitments of the Village to effectuate these purchases.

5. That all resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

6. That this Resolution shall be in full force and effect from and after its passage as provided by law.

\_\_\_\_\_  
Mayor

Passed:

Attest: \_\_\_\_\_

Village Clerk