

File ID: 2026-00505

3/3/2026

[Supplemental Contract] Ford OEM Parts and Repairs - Increase Not-to-Exceed [Published for 10-Day Review 02/19/2026]

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Location: Citywide

Recommendation: Pass a **Motion** authorizing the City Manager or designee to execute Supplemental Contract No. 2 to Contract No. 2024-0929 with Suburban Motors dba Future Ford of Sacramento increasing the contract amount by \$4,800,000, for a revised contract not-to-exceed amount of \$6,000,000 and extending the time of performance through June 25, 2029.

Contact: Stacey Chatman, Program Specialist, (916) 808-6711, schatman@cityofsacramento.org; Alison Kerstetter, Fleet Manager, (916) 808-1163, akerstetter@cityofsacramento.org; Department of Public Works

Presenter: None

Attachments:

1-Description/Analysis

2-Supplemental Contract No. 2

Description/Analysis

Issue Detail: The Fleet Management Division of the Department of Public Works oversees purchasing, maintenance, and repair services for all City fleet assets. To maintain warranties and ensure safety and reliability, the City uses authorized service centers and Original Equipment Manufacturer (OEM) parts. Future Ford, the current Ford vendor, provides these services (based on the award of the City's solicitation B24153311009). Because the City has standardized on the Ford brand for efficiency, Ford vehicles now make up 45% of the fleet. To keep parts and services available and accommodate the growing number of Ford vehicles, the contract must be increased to cover the remaining term of the agreement, June 25, 2029.

Policy Considerations: The recommendations in this report are in accordance with City Code Chapter 3.56.090, which requires City Council approval for contracts with expenditures exceeding \$250,000.

Sacramento City Code Section 4.04.020 and the City Council Rules of Procedure (Chapter 7 Section E.2.d) mandate that unless waived by a 2/3 vote of the City Council, all labor agreements, and all agreements greater than \$1,000,000 shall be made available to the public at least 10 days prior to City Council action. This item was published for 10-day review on February 19, 2026, in compliance with the City Code.

Economic Impacts: None.

Environmental Considerations:

California Environmental Quality Act Guidelines: No environmental review is necessary because the recommendations in this report involve the purchase of services and is not considered to be a project in accordance with Section 15378(b)(2) of the California Environmental Quality Act guidelines.

Sustainability: The recommended purchases are consistent with the updated Fleet Sustainability Policy adopted by City Council on December 12, 2017 (Resolution No. 2017-0478) and California Air Resource Board (CARB) regulations.

Commission/Committee Action: None.

Rationale for Recommendation: On March 26, 2024, Fleet Management posted solicitation B24153311009 in search of contracting with OEM Ford providers. An RFP was utilized, rather than a competitive bid process, as it was in the City's best interest to consider capacity, performance, and timeliness of service in addition to price. Three submittals were received, two deemed responsive. Given the number of Ford assets, both bidders were awarded a contract at the June 25, 2024 City Council meeting with Motion 2024-0202. The City Council suspended competitive bidding as being in the best interest of the City. Future Ford is the most responsive and efficient when vehicles are sent out for service so this contract has been expended at a higher rate than anticipated and needs to be increased to ensure continuation of services. Staff is requesting that City Council vest the City Manager or designee with the power to effectuate the increase not-to-exceed amount identified.

Financial Considerations: Purchases made under this contract will be made from the Department of Public Works Fiscal Year (FY) 2025/26 operating budget (Fleet Fund, Fund 6501) and will be charged to the using Department upon purchase. Sufficient funding exists in the Department's FY2025/26 operating budget to support the recommended purchase.

Local Business Enterprise (LBE): Future Ford of Sacramento is an LBE vendor.

CONTRACT ROUTING SHEET

Contract Cover/Routing Form: Must Accompany ALL Contracts; however, it is NOT part of the contract.

General Information (Required)

Original Contract # (supplements only): 2024-0929 Supplement/Addendum #: 02

Assessor's Parcel Number(s): _____

Contract Effective Date: 06/06/2024 Contract Expiration Date (if applicable): 06/25/2029

\$ Amount (Not to Exceed): \$ 6,000,000.00 Adjusted \$ Amount (+/-): \$ 4,800,000.00

Other Party: Suburban Motors dba Future Ford of Sacramento

Project Title: Original Equipment Manufacturer (OEM) Parts and Repairs for Ford Vehicles

Project #: _____ Bid/RFQ/RFP #: B24153311009

City Council Approval: **YES** if YES, Council File ID#: 2024-01073 for initial contract

Contract Processing Contacts 2026-00505 for Supplement 2

Department: Public Works Project Manager: Stacey Chatman

Contract Coordinator: Stacey Chatman Email: schatman@cityofsacramento.org

Department Review and Routing

Accounting: _____
(Signature) (Date)

Supervisor: _____
(Signature) (Date)

Division Manager: _____
(Signature) (Date)

Other: _____
(Signature) (Date)

Special Instruction/Comments (i.e. recording requested, other agency signatures required, etc.)

Recording Requested **Other Party Signature Required**

-----**FOR CLERK & IT DEPARTMENTS ONLY – DO NOT WRITE BELOW THIS LINE**-----

**CONTRACT AMENDMENT
CHANGE IN SCOPE AND NOT-TO-EXCEED AMOUNT**

Contract Name: Original Equipment Manufacturer (OEM) Parts & Repairs

Contract Number: 2024-0929

Contract Amendment No.: 02

The City of Sacramento ("City") and **SUBURBAN MOTORS dba FUTURE FORD OF SACRAMENTO** ("Contractor"), as parties to that certain contract designated as Contract Number **2024-0929**, including any and all prior amendments modifying the contract (the contract and all amendments are hereafter collectively referred to as the "Contract"), hereby amend the Contract as follows:

1. The scope set forth in Exhibit A of the Contract is amended as follows:

Paragraph 4, "Time of Performance", is hereby amended to extend time of performance through June 25, 2029.

2. The maximum not-to-exceed amount that is specified in the Contract for payment of Contractor's fees and expenses is **increased** by **\$4,800,000.00**, and the Contract's maximum not-to-exceed amount is amended as follows:

Contract's original not-to-exceed amount:	\$1,200,000.00
Net change by previous amendments:	\$ 0.00
Not-to-exceed amount prior to this amendment:	\$1,200,000.00
Increase by this amendment:	\$4,800,000.00
New not-to exceed amount including all amendments:	\$6,000,000.00

3. Contractor agrees that the amount specified in section 2 above shall fully compensate Contractor under the Contract, as modified by this amendment, including any and all direct and indirect costs that may be incurred by Contractor in connection with such additional and/or revised services, and costs associated with any changes and/or delays in schedules or in the delivery of other services by Contractor.
4. Contractor warrants and represents that the person or persons executing this contract amendment on behalf of Contractor is duly authorized by Contractor to sign this amendment and bind Contractor to the terms hereof.
5. Except as specifically revised herein, all terms and conditions of the Contract shall remain in full force and effect, and Contractor shall perform as required under the Contract, as modified by this amendment.

[SIGNATURES ON FOLLOWING PAGE]

Executed as of the day and year first above stated.

CITY OF SACRAMENTO
A Municipal Corporation

By: _____

Print name: Ryan Moore

Title: Assistant City Manager

For: Maraskeshia S. Smith, City Manager

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

Attachments

- Exhibit A Technical Specifications
- Exhibit B Payment
- Exhibit C Insurance
- Exhibit D General Conditions

CONTRACTOR:

Tim Crabtree
Tim Crabtree (Feb 3, 2026 07:35:33 PST)

NAME OF FIRM

Federal I.D. No.

State I.D. No.

City of Sacramento Business Op. Tax Cert. No.

TYPE OF BUSINESS ENTITY (*check one*):

- Individual/Sole Proprietor
- Partnership
- Corporation (*may require 2 signatures*)
- Limited Liability Company
- Other (*please specify: _____*)

Signature of Authorized Person

Print Name and Title

Additional Signature (*if required*)

Print Name and Title

Signature: *Paul A. Gale*

Email: PGale@cityofsacramento.org