



Agenda Item: 11.A
Date of Meeting: April 27, 2026
Department: Community Services

STAFF REPORT

To: City Council
From: Dan McElroy
Subject: **Approval to Authorize the Purchase of a Toyota Tacoma for Sunrise Mobile Home Park and Related Budget Carryforward if Needed**
Prepared On: April 14, 2026
Attachments: Victorville Chevrolet Quotation
Enterprise Fleet Management Quotation
Perry Motors Quotation
City of Bishop Purchasing Policy

Background/History:

Sunrise Mobile Home Park (SMHP) requires a dedicated vehicle to support ongoing operations, including maintenance activities, inspections, and general park management functions. Currently, these activities are performed without a dedicated vehicle, which can delay response times and reduce operational efficiency. Resources are currently pulled from the City Park to support SMHP when needed, purchase of this vehicle will allow both parks to operate more efficiently.

Staff evaluated available vehicle acquisition options and determined that the purchase of a Toyota Tacoma from Perry Motors is an appropriate approach to meet the operational needs of the Park. This option provides the City with a reliable, appropriately sized vehicle suitable for daily use in support of SMHP operations.

Funding for the vehicle purchase is included in the approved budget. However, due to potential vehicle availability and delivery timing, the related appropriation may need to be carried forward or re-appropriated in a subsequent fiscal year if the purchase is not completed before June 30, 2026.

Analysis/Discussion:

Staff obtained three vehicle quotations for consideration, including two dealership quotes and

one quote through Enterprise Fleet Management. The Enterprise quote was not advanced because it is structured as an open-end equity lease and the City intends to purchase the vehicle outright rather than utilize a lease financing structure.

The remaining dealership quotations were reviewed on an estimated out-the-door basis in order to compare the options as directly as possible. Victorville Chevrolet provided a quoted total of \$36,547.47, inclusive of vehicle price, discount, rebate, sales tax, document fee, tire tax, and e-plate fee. Perry Motors provided a quotation for a 2026 Toyota Tacoma SR showing a total suggested retail price of \$34,039.00, exclusive of taxes, title, license, and dealer fees. Staff has since been advised that Perry Motors expects it can discount the vehicle slightly and provide the truck within an estimated \$36,500 to \$37,000 out-the-door range. Staff also understands that Perry Motors' out-the-door amount is expected to include registration-related costs, whereas the Victorville quotation does not clearly establish that full registration costs are included. As a result, the two dealership options are generally comparable in total cost, and the Perry Motors option may be more favorable than the face value comparison initially suggests.

Both dealership options reflect appropriately scaled, work-oriented pickup trucks suited for the intended use at Sunrise Mobile Home Park. The vehicles sourced are two-wheel drive, basic work truck configurations rather than larger, higher-cost, or off-road oriented models. These types of vehicles are appropriately sized and optimized for routine park operations, including maintenance activities, inspections, transport of tools and materials, and general response needs, without including unnecessary upgrades or oversized vehicle features.

Section 12.D, Local Preference, of the City's Purchasing Policy provides that bids for goods and services from businesses located in the City of Bishop receive a 5% cost advantage. Based on the Victorville Chevrolet quote of \$36,547.47, the 5% local preference threshold is \$38,374.84. Because the approved vehicle budget for this purchase is \$38,000, staff may recommend award to Perry Motors if the final out-the-door purchase price remains within the approved budget, as that amount would also remain within the allowable local preference range. Under that approach, the City would obtain a vehicle that meets the operational needs of Sunrise Mobile Home Park, remains within budget, and supports a local Bishop business consistent with the City's Purchasing Policy.

Impacts to Council Goals and Strategic Planning Priorities:

This purchase supports the City's strategic priority of maintaining reliable public facilities and services through the provision of appropriate equipment for SMHP operations. It also supports operational efficiency and responsible fiscal management by authorizing the acquisition of a practical, work-oriented vehicle that meets service needs while remaining within the approved budget.

Budget Impacts:

The purchase is included in the FY 2025-26 budget within SMHP capital expense account 012-095-56027. The \$50,000 budget within this account includes \$38,000 for a vehicle and \$12,000 for concrete improvements. If vehicle delivery and final purchase occur prior to June

30, 2026, the expenditure will be recorded in the current fiscal year. If delivery occurs after June 30, 2026, due to vehicle lead time, the appropriation will need to be carried forward or re-appropriated in the subsequent fiscal year to complete the purchase.

Legal Review:

The City Attorney has reviewed this item and finds that the recommended action complies with the law.

Recommended Action:

Approve the purchase of one Toyota Tacoma for Sunrise Mobile Home Park from Perry Motors in an amount not to exceed \$38,000, and authorize any necessary budget carryforward or re-appropriation in a subsequent fiscal year if vehicle delivery occurs after June 30, 2026.

Approved By: Ethan Aukee 4/14/2026

Approved By: Dean Pucci 4/15/2026

Approved By: Pam Foster 4/21/2026

Approved By: