

## STAFF REPORT

---

**Date:** December 6, 2017

**To:** Mayor and City Council

**Thru:** Sabra Newby, City Manager

**Subject:** **B.3. Staff Report (For Possible Action): Approval of the Fleet Buy Program for Fiscal Year 17/18 to include the purchase of 30 vehicles pursuant to Chapter 332 of the Nevada Revised Statutes joinder, competitive bidding provisions and the City Purchasing Policy in an amount not to exceed \$2,810,000. (Fleet Management Fund)**

**From:** Zac Haffner, Fleet Manager

---

**Summary:** Staff recommends approval to purchase 30 replacement fleet vehicles, and associated outfitting equipment, pursuant to NRS 332.195 by joining in the State of Nevada bid and/or joining bids from other public agencies, the competitive bidding process outlined in NRS 332 and/or the City's Purchasing Policy, in an amount not to exceed \$2,810,000.

**Discussion:** In accordance with the Motor Vehicle Internal Service Fund Policy, staff develops an annual "Fleet Buy Program" to replace existing vehicles and to add new vehicles to the city fleet. This purchase is to replace vehicles, with no additions being proposed. The Fiscal Year (FY) 17/18 buy program includes the following 30 replacement vehicles (estimated cost sheet attached):

- 14 Police patrol vehicle (black & white)
- 3 Sedan (Unmarked)
- 2 Police patrol motorcycle
- 1 SUV (Unmarked)
- 2 Light truck
- 2 Spreader/plow truck
- 3 Sewer jetter/flusher truck
- 1 Paint striper truck
- 2 Electric sedans

These replacement vehicles are anticipated to be received and placed into service approximately six to nine months after ordering.

As a cost saving measure, existing equipment such as light bars, sirens, cages, etc. will be recycled and used in the outfitting of new vehicles where practical or used for repairs on existing vehicles when repairs are needed.

Each of the vehicles recommended for replacement have reached the end of their scheduled service life or met another replacement factor outlined by Fleet Management. Staff recommends replacement of these vehicles to avoid costly repairs; however, the specific vehicles identified in the replacement list and mentioned above as part of the FY 17/18 buy will be subject to change as a result of accidents, mechanical failures, grant funding, or market conditions. Additionally, if unforeseen savings are produced from the above acquisitions, Fleet Management will replace additional pieces of equipment that are past the end of their scheduled service life.

**Financial Implications:** Funding for this purchase has been allocated and approved in the FY 17/18 Fleet Management Fund budget. The request of spending authority is in excess of the Fleet Management Fund budget by \$400,000. Staff is working with the Nevada Division of Environmental Protection for partial reimbursement of several of the above pieces of equipment, which would fund the excess. If the funding is greater or less than the difference mentioned above, adjustments will be made to the above replacement list.

**Legal Implications:** NRS 332.195 allows local governments to join the contracts of other government entities within or outside the State of Nevada, provided that the contracting vendor authorizes such joinder. Chapter 332 of the NRS and City Purchasing Policy set forth competitive bidding requirements.

**Recommendation:** Staff recommends Council approval to purchase 30 replacement vehicles, including outfitting, for an amount not to exceed \$2,810,000 by joining in State contracts or other appropriate governmental contracts when available in accordance with NRS 332.195 or using the competitive bidding process pursuant to Chapter 332 of the NRS and the City Purchasing Policy, and authorization for the City Manager or designee to sign any required contracts or purchase orders.

**Proposed Motion:** I move to approve staff recommendation.

**Attachments:**

- FY18 Equipment Replacements (PDF)