

STAFF REPORT

Date: September 11, 2019

To: Mayor and City Council

Thru: Sabra Newby, City Manager

Subject: **B.6. Staff Report (For Possible Action): Approval of the Fleet Buy Program for FY 20 to include the purchase of 35 pieces of equipment pursuant to Chapter 332 of the Nevada Revised Statutes joinder, competitive bidding provisions, and the City Purchasing Policy in an amount not to exceed \$3,888,000. (Fleet Management Fund)**

From: Zac Haffner, Fleet Manager

Summary: Staff recommends approval to purchase 35 replacement fleet pieces of equipment and associated outfitting, 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 \$3,888,000.

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 equipment. Additions are being proposed on a separate staff report. The Fiscal Year (FY) 20 buy program includes the following 35 replacement vehicles (estimated cost sheet attached):

- 8 Police patrol vehicle (black and white)
- 1 Light tuck (unmarked)
- 7 Medium truck*
- 1 Light truck
- 7 Electric sedan
- 1 Bucket truck*
- 3 Sweeper
- 4 Snow plow*
- 1 Patch truck
- 1 Sewer catch basin vacuum truck
- 1 Backhoe tractor

* Grant applications have been submitted for the above pieces of equipment.

These replacement pieces of equipment 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, utility bodies, etc. will be recycled and used in the outfitting of new equipment where practical or used for repairs on existing equipment when repairs are needed.

Each of the pieces of equipment 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 pieces of equipment to avoid costly repairs; however, the specific equipment identified in the replacement list and mentioned above as part of the FY20 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 or met another replacement factor.

Financial Implications: \$3,488,000 of funding for this purchase has been allocated and approved in the FY20 Fleet Management Fund budget. \$400,000 of the above request, for the sewer catch basin vacuum truck, will return to Council at a later date as part of the budget augmentation/revision staff report to utilize fund balance that went unspent in FY19.

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 35 replacement pieces of equipment, including outfitting, in an amount not to exceed \$3,888,000 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:

- FY20 Equipment Replacements (PDF)