

STAFF REPORT

Date: February 12, 2020

To: Mayor and City Council

Thru: Sabra Newby, City Manager

Subject: **B.14. Staff Report (For Possible Action): Approval of Bid Award #2020-08 to Rohmac, Inc. to provide one 2020 Microtraxx MT 3234 radio remote controlled track loader to more efficiently and safely clean culverts in an amount not to exceed \$115,000. (Sewer Fund)**

From: Zac Haffner, Fleet Manager

Summary: Staff recommends award of bid #2020-08 to Rohmac, Inc. to provide one 2020 Microtraxx MT 3234 radio remote controlled track loader, in an amount not to exceed \$115,000. (Sewer Enterprise Fund)

Background: The Fiscal Year 2020 budget approved funding to acquire a culvert-cleaning machine within the Sewer and Storm Drain section of the Public Works Department. Current operations for cleaning culverts consist of utilizing staff and sewer vacuuming pieces of equipment. An alternative method for cleaning was sought, as many culverts could not be cleaned due to confined space limitations and lack of appropriate equipment.

The proposed piece of equipment will increase efficiencies, reduce confined space hazards, reduce physical injuries, and help staff to avoid exhaust fumes and unstable ground.

Discussion: Bids were solicited and publicly advertised pursuant to State Law and the City's Purchasing Policy. One bid was received and opened on January 16, 2020. In addition to price, bidders were required to submit specific information regarding the model/manufacturer/warranty of the loader offered as well as any exceptions to the technical specifications. Staff has reviewed the bid information and recommends award of bid #2020-08 to Rohmac, Inc.

Financial Implications: Funding for this purchase has been allocated and approved in the FY 2020 Sewer Enterprise Fund budget.

Legal Implications: Legal review completed for compliance with City procedures and Nevada Law. This proposal was released under the competitive bid process outlined in NRS 332 and conforms to the City's Purchasing Policy.

Recommendation: Staff recommends award of Bid #2020-08 to Rohmac, Inc. to provide one 2020 Microtraxx MT 3234 radio remote controlled track loader in an amount not to exceed \$115,000 and authorize the City Manager, or designee, to execute the purchase order.

Proposed Motion: I move to approve staff recommendation.