



## **CITY OF MENIFEE**

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SUBJECT: Public Works Fiscal Year 2022/23 Vehicle and Equipment Purchases

MEETING DATE: December 7, 2022

TO: Mayor and City Council

PREPARED BY: Tyler Fife, Public Works Manager

REVIEWED BY: Nick Fidler, Public Works Director

APPROVED BY: Armando G. Villa, City Manager

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### **RECOMMENDED ACTION**

1. Approve the purchase of a Ford F-150 from National Auto Fleet Group in the not-to-exceed amount of \$41,802 including taxes and delivery; and
2. Approve the purchase of a light tower from Multiquip in the not-to-exceed amount of \$11,223 including taxes and delivery; and
3. Approve the purchase of an excavator from Quinn Caterpillar in the not-to-exceed amount of \$78,627 including taxes and delivery; and
4. Authorize the three purchases listed above as cooperative purchases under Municipal Code Section 3.12.070(6) through Sourcewell Agreements #091521-NAF, 041719-MTQ, 062320-CAT as allowed under the Meniffee municipal code; and
5. Authorize the City Manager to execute the required documents and the Finance Department to issue corresponding purchase orders for the vehicle and equipment purchases.

### **DISCUSSION**

As the City continues to grow and develop, the need to expand the City's vehicle and equipment fleet has correspondingly increased to allow the City to continue to provide essential road safety service needs. The Public Works and Engineering Department currently performs on-going maintenance services such as pothole repairs, larger asphalt repairs, concrete repairs, dirt road safety grading, and smaller striping/legend work with in-house staff. To meet these needs, the Fiscal Year 2022/23 adopted budget incorporated allocations for vehicle and equipment purchases.

Staff has received and reviewed quotes from several vendors for vehicle and equipment options to determine the vehicles and equipment best suited to meet the operational needs/functions of the Public Works Street Division requirements. Staff's request includes the purchase of the following:

- **New Ford F-150:** Historically the Public Works Supervisor has driven a Toyota RAV4. The newly hired Supervisor will take a more hands-on approach and will assist the crews with work orders, in addition to regular duties. This requires a truck with a bed to store tools and items picked up within the right of way. The RAV4 previously used will be assigned as an admin pool vehicle at the Maintenance and Operations Center. The Sourcwell contract number for this purchase is 091521-NAF.
- **New Multiquip LED Light Tower:** This light tower will replace an older balloon style light tower that is inoperable. Light towers are used support City services performed at night such as DUI checkpoints, special events and for on-call emergencies. The Multiquip contract number for this purchase is 041719-MTQ.
- **New Quinn Caterpillar Model 303.5 Excavator:** This new mini excavator will expedite removing sidewalk panels, will support clearing ditches in preparation for storms, weed abatement in channels and any other work requiring equipment to move or transport materials.

The purchase of this vehicle and equipment must comply with specific procurement procedures, which would ordinarily require a formal competitive bid process. The City of Menifee is a member of the Sourcwell, formerly National Joint Powers Alliance, which is a government agency service cooperative that serves over 50,000 members. Sourcwell, through national competitive solicitations, establishes and provides national leveraged and competitively bid purchasing contracts under the guidance of the Uniform Municipal Contracting Law.

By using the Sourcwell Cooperative Purchasing Agreement Contracts with the selected vendors, the City can forgo the regular competitive bidding process and leverage nationally contracted prices, which provides an average of up to 30% discount compared to the regular market pricing. The pricing offered by the Sourcwell Cooperative Purchasing Agreements are a result of a competitive bid process completed by another governmental agency. The vendor selected from that competitive process is awarded a main contract from which other agencies can "piggyback" or obtain the same pricing/options. As allowed under Menifee Municipal Code Section 3.12.070(6), the City can utilize a cooperative purchasing agreement in the procurement of equipment and supplies. This is advantageous to the City as it provides notably reduced pricing, as well as reduced administrative time and costs.

### **STRATEGIC PLAN OBJECTIVE**

Safe and Attractive Community

### **FISCAL IMPACT**

The fiscal impact for the vehicle and equipment requested totals \$131,652. Associated maintenance costs for the vehicles and equipment will be absorbed as part of the City's on-going maintenance program, with most of the maintenance and repair services performed internally by the Fleet Division.

The proposed purchases have been budgeted in the Fiscal Year 2022/23 budget within the following accounts:

<b>MAKE/MODEL</b>	<b>FUND</b>	<b>ACCOUNT</b>	<b>AMOUNT (\$) FUNDED</b>	<b>PURCHASE AMOUNT</b>
Ford F-150	Gas Tax	200-4552-53155	\$41,802	\$41,802
Multiquip Light Tower	Gas Tax	200-4552-53155	\$11,223	\$11,223
Quinn Caterpillar 303.5 Excavator	Gas Tax	200-4552-53155	\$78,627	\$78,627
			<b>TOTAL:</b>	<b>\$131,652</b>

No additional budget appropriation action(s) is required.

### **ATTACHMENTS**

1. Quote for Ford F-150
2. Quote for Multiquip Light Tower
3. Quote for Quinn Caterpillar Excavator