



Midpeninsula Regional
Open Space District

R-15-62
Meeting 15-08
April 8, 2015

AGENDA ITEM 6

AGENDA ITEM

Authorization to Purchase Vehicles and Equipment

GENERAL MANAGER'S RECOMMENDATIONS

1. Authorize the General Manager to execute a contract with the State Department of General Services and associated contract dealers for four patrol vehicles, one administrative vehicle, and five maintenance vehicles, for a total cost not to exceed \$505,000.
2. Authorize the General Manager to execute a purchase contract with the State Department of General Services and associated contract dealers for one replacement chipper and tractor with mower attachment for a total cost not to exceed \$280,000.
3. Authorize the General Manger to execute a purchase contract with Cascade Fire Equipment for two additional fire fighting pumpers for a total cost not to exceed \$36,000.

SUMMARY

The Board-approved Fiscal Year 2015-16 (FY2015-16) Budget includes \$821,000 for the purchase of the following capital equipment: replacement of four field vehicles, which have reached the end of their useful life; the addition of one Administrative Office vehicle, which will be assigned to the Operations Department Project Manager; the addition of two new patrol and three new maintenance trucks to accommodate staff growth and needs; a replacement chipper that will be assigned to the Foothills Field Office; and an additional tractor mower that will be assigned to the Skyline Field Office. The General Manager recommends purchase of these eleven pieces of capital equipment through the District's existing contract with the State Department of General Services and associated contract dealers, in order to achieve cost savings and minimize staff time during the purchase process.

DISCUSSION

For FY2015-16, the District's five-year capital equipment schedule provides for two replacement and two new patrol vehicles, one new administrative vehicle, two replacement and three new maintenance trucks, one replacement chipper, and one new tractor with mower attachment. The District's ability to purchase vehicles through an existing contract with the California Department

of General Services (CA DGS) provides significant cost savings and greatly reduces the staff time that would otherwise be required if the District conducted its own bid process for vehicle and equipment purchases.

If the required vehicles and equipment are not available thru CA DGS contracts, staff will attempt to purchase using contacts from other approved cooperative purchasing agreements. If no contracts are available that meet District needs, staff will return to the Board for authorization to solicit bids directly from the manufacturer.

The two new patrol vehicles and two new maintenance vehicles will replace current District vehicles that have reached the end of their useful service life and will be sold at public auction. The new administration vehicle will be assigned to the Operations Project Manager for field work; the current vehicle's mileage exceeds the District's vehicle replacement guidelines. The two new patrol vehicles and three new maintenance vehicles are being added to the fleet to accommodate current and anticipated increases in field staff.

The purchase of a new wood chipper for the Foothills Office will replace the current chipper, which is reaching the end of its useful life. Additionally, the current chipper does not meet the new minimum State of California Air Resources Board emission standards for diesel engines that go into effect in 2020. Replacing this equipment now will enable the District to purchase a cleaner emissions unit and select features that will improve staff efficiency and safety.

The purchase of a medium size tractor with a side arm mower will enable staff to mow the narrower patrol roads more safely and efficiently. In addition, the new tractor will allow for the attachment of a three-point rear mower that can mow the center of roads and clear areas for emergency landing zones. The current large Kubota tractor with side arm mower is set-up for the wider patrol roads, firebreaks, and clearing brush along disc lines.

The two new patrol vehicles to accommodate field staff growth will be outfitted with the standard District 125 gallon fire pumper with foam unit. These will be purchased from Cascade Fire using the GSA's cooperative purchasing contract.

FISCAL IMPACT

The FY2015-16 Budget includes \$821,000 for the purchase of the field vehicles and equipment outlined in this report.

BOARD COMMITTEE REVIEW

The funding for these purchases was included in the FY15-16 Budget, which was reviewed by the Action Plan and Budget Committee on January 29, February 2, and February 5 of 2015.

PUBLIC NOTICE

Public notice was provided as required by the Brown Act. No additional notice is required.

CEQA COMPLIANCE

No environmental review is required as the recommended action is not a project under the California Environmental Quality Act (CEQA).

NEXT STEPS

If approved by the Board, the General Manager will direct staff to prepare purchase orders for the vehicles and equipment utilizing the State of California Department of General Services contracts or other approved cooperative procurement contracts.

Responsible Department Head:
Michael Newburn, Operations Manager

Prepared by:
Michael Jurich, Support Services Program Administrator

Contact person:
Michael Jurich, Support Services Program Administrator