



Midpeninsula Regional  
Open Space District

R-23-79  
Meeting 23-20  
August 09, 2023

**AGENDA ITEM 4**

**AGENDA ITEM**

Capital Equipment Purchase for Fiscal Year 2023-24

**GENERAL MANAGER'S RECOMMENDATIONS**

*se*

1. Authorize the General Manager to execute a purchase contract with the California Department of General Services and associated contract dealers for 15 vehicles (nine patrol vehicles, five maintenance, and one administrative) for a not-to-exceed amount of \$925,000.
2. Authorize the General Manager to execute a purchase contract with the California Department of General Services and associated contract dealers for three pieces of equipment for a not-to-exceed amount of \$430,000.
3. Authorize the General Manager to make changes to the make, model, and type of vehicle or equipment to meet the purpose expressed in this report within the grand total not to exceed expenditure approval for vehicles and equipment of \$1,355,000.

**SUMMARY**

The Midpeninsula Regional Open Space District (District) purchases vehicles, machinery, and equipment annually to support project and service delivery work that furthers the mission. Vehicles and machinery are purchased through an existing contract with the California Department of General Services (DGS), providing significant cost savings.

For the current Fiscal Year 2023-2024 (FY24), a total of 15 vehicles (13 replacement and 2 additional) totaling \$925,000 and three pieces of equipment (two pieces of replacement equipment and 1 new piece of equipment) totaling \$430,000 are proposed for a total purchase authorization request of \$1,355,000.

Two of the proposed vehicle purchases were brought to the Board and approved in FY22 and FY23. However, due to manufacturing concerns and the desire to support the District's Climate Action Plan, staff are proposing to update the make, model and overall cost of these two vehicles. A description of changes for the two prior Board-approved vehicles is included in this report and the purchase price is included in the total purchase authorization of \$1,355,000.

There are sufficient funds in the adopted FY24 budget to cover the cost of the recommendations. However, there are ongoing delays in vehicle production and delivery. District staff will make best efforts to purchase the vehicles and equipment described in this report; however, given

recent experience, it is somewhat unlikely that the District will be able to obtain all of the desired vehicles in FY24. Therefore, the General Manager requests that the Board grant authority to adjust the make, model, and type of vehicle/equipment in order to best meet the objectives of the District and secure as many of the vehicle/equipment items this fiscal year. Purchases are reported to the Board in the claims report.

## **DISCUSSION**

The District purchases vehicles, machinery and equipment to support project and service delivery work performed by administrative, maintenance and patrol staff. Vehicles and machinery are purchased through an existing contract via cooperative purchasing, known as “piggybacking”, with DGS and associated contract dealers. As set forth in Board Policy 3.03, *Public Contract Bidding, Vendor, and Professional Consultant Selection, and Purchasing Policy*, cooperative purchasing on pricing obtained by another public agency through the competitive bidding process provides the opportunity to realize significant cost savings.

With ongoing supply chain issues, the process for ordering vehicles has become fluid and fast paced. Manufacturers are constantly updating order sheets and opening order windows defined by available production slots, not by defined times. Order windows are sporadic and the ability to act quickly is crucial. Manufacturing and delivery are also impacted, with long delays in car deliveries. Four District vehicles approved and ordered in prior fiscal years have yet to be delivered.

### **Fleet Vehicles**

The General Manger proposes purchasing thirteen vehicles to replace existing vehicles in the fleet and adding two additional vehicles to the fleet. All thirteen replacement vehicles have either reached the end of their service life per the administrative Fleet Replacement Guidelines (Guidelines) or are more cost effective to replace than repair.

The 13 vehicle replacements are described below by type:

#### **Replacements – Patrol (Total of 8 Vehicles)**

Two heavy-duty class trucks would replace patrol vehicles P102 and P103. Three Ford F150 Police Responder Class trucks would replace patrol vehicles P105, P107, and P108. One light-duty truck would replace patrol vehicle P43. One Chevy Silverado EV would replace patrol vehicle P119.

All eight existing patrol vehicles have reached the end of their life span for use as patrol vehicles (at 7 to 10 years or 90,000 to 100,000 miles) or are experiencing mechanical issues. Below are the vehicle age and mileages for each patrol vehicle:

- The P102 truck is 9 years old with a mileage of 91,314.
- The P103 truck is 8 years old with a mileage of 91,013.
- The P105 truck is 7 years old with a mileage of 93,830.
- The P107 truck is 7 years old with a mileage of 91,004.
- The P108 truck is 7 years old with a mileage of 95,009.

- The P43 SUV is 14 years old with a mileage of 71,000.
- The P119 truck is 5 years old with a mileage of over 75,000 and engine failure.
- The P94 truck was approved for replacement in FY21 (see previously approved purchases below)

Although P119 is within the life span for patrol vehicles, had an engine failure. The anticipated costs of repair total over \$9,000. Fortunately, Chevrolet is accepting orders for their all-electric Silverado. Replacing patrol vehicle P119 with the Chevy Silverado EV purchase is an opportunity to add another electric vehicle to its fleet and test and assess the electric trucks under on- and off-road patrol conditions.

#### Replacements – Administrative (Total of 1 Vehicle)

A SUV would replace an administrative vehicle (A68) that has reached the end of its life span for use as an administrative vehicle. Administrative vehicles are recommended for replacement at 20 years or 110,000 to 130,000 miles.

-The A68 SUV is 20 years old with 97,298 miles and transmission failure.

#### Replacements – Maintenance (Total of 4 Vehicles)

One heavy-duty class dump truck would replace the existing maintenance dump truck M26. Another dump truck M27, will be replaced by an F150. Specialty trucks typically have lower mileages as they are used as needed and not as daily drivers. Two F150s would replace maintenance trucks M72 and M76. All four of the existing vehicles have reached the end of their life span for use as maintenance vehicles. Maintenance vehicles are recommended for replacement at 10 to 15 years or 95,000 to 110,000 miles. Below are the vehicle age and mileages for each maintenance vehicle:

- The M26 truck is 15 years old with a mileage of 50,114 and recurring transmission and clutch issues.
- The M27 truck is 15 years old with a mileage of 36,352 and has experienced numerous repairs in the last year (engine, exhaust issues).
- The M72 truck is 17 years old with a mileage of 105,314.
- The M76 truck is 16 years old with a mileage of 164,117.

Trucks M26 and M27 also pre-date the addition of Diesel Exhaust Fluid (DEF), which has been required for all vehicles as of 2010. The replacements for these two vehicles will thus also result in reduced emissions, specifically NOx and particulate matter.

#### Additions (2 Vehicles)

The General Manager recommends purchasing an additional F150 (Police Transponder) to support a new ranger position. Ranger trucks require a dedicated vehicle that can be outfitted to the specific needs of the position, with off-road capability and the ability to carry tools and equipment for patrol activities. The second new addition was previously approved for FY22, see previously approved fleet purchases below.

#### Changes to Previously Approved Fleet Purchases – Net Increase of \$40,000

At the August 24, 2022 regular meeting (R-22-101), the Board approved the purchase of two electric trucks. As a result of a short ordering window, staff were only able to secure the purchase of one electric truck that was a replacement for a patrol truck. The other Ford Lightning

was designated as an addition to the maintenance fleet. The Ford Lightning has since become unavailable for purchase. As an alternative to the Ford Lightning, the General Manager proposes the purchase of a Silverado EV. The change in make and model would result in an increase of \$25,000 to the previously Board-approved purchase of \$60,000, for a total vehicle cost of \$85,000. In comparison to the Ford Lightning, the Silverado has 120 miles longer in range, 200 more horsepower, *and can charge three times as fast.*

At the July 28, 2021 regular meeting (R-21-101), the Board approved the purchase of one Ford F350 truck as a replacement for a patrol vehicle P101. Due to ongoing supply chain issues, this truck's production date has been cancelled. As an alternative to the Ford F350, the General Manager proposes to purchase a Chevy Silverado EV.

The change in make and model would result in an increase of \$15,000 to the previously Board-approved purchase of \$70,000, for a total vehicle cost of \$85,000. In comparison to the Ford F350, the Silverado EV has over 250 more horsepower, over 300 pounds more in torque, and has an electric engine compared to a diesel engine.

In total, the proposed changes to two previously Board-approved vehicle purchases would result in a \$40,000 net increase from the amount previously approved. These purchases coincide with the District's Climate Action Plan, which aims to convert as many vehicles as possible to lower emission/greener options.

## **Equipment**

### **Replacements (Total of 2 Equipment Pieces)**

The General Manager recommends purchasing two pieces of equipment to replace existing maintenance equipment. Both pieces of equipment have reached the end of their service life per the Guidelines. Tractors are recommended for replacement at 15 years and 5,000 hours of usage. The existing John Deer Tractor/Tiger Mower combination is 15 years old and has over 30,000 hours of usage. The existing John Deer JD6400 Tractor is 28 years old and has over 5,000 hours of usage.

### **Additions (Total of 1 Equipment Piece)**

The General Manager recommends purchasing one air curtain burner to support the expansion of the Wildland Fire Resiliency Program (WFRP) and allow staff to reduce the amount of particulate matter or smoke when burning wood. Compared to pile burns or shipping wood waste off site, this reduces emissions since the air curtain burner uses a high velocity curtain of air over the burn chamber. The rising smoke particles hit the curtain of air and are bounced back down and returned in the area below. They are then light enough to penetrate the air curtain and rise as gaseous emissions consisting mostly of water vapor and carbon dioxide. The result is a much cleaner, nearly smokeless burn with an accelerated burning rate.

In the past, the District rented equipment to complete small projects. Renting was previously an efficient method to address equipment needs when there was occasional need for a readily available piece of equipment. However, things have changed. The scale of the District's fuel management work has grown substantially and will continue to ramp up to meet the commitments made under the WFRP. Moreover, these pieces of equipment are extremely difficult to locate from rental companies. Rentals are often not available or less than ideal, resulting in reduced productivity, a lower quality work product, and/or loss of time. The ability

to own specialized fuel/vegetation management equipment is critical for ensuring that vegetation projects stay on schedule, including grant-funded activities.

The District continues to leverage the available wildfire risk reduction funds at the state and local levels to fund new equipment. The air curtain burner purchase is anticipated to be fully reimbursed through the State Coastal Conservancy (SCC) grant for the WFRP, which was approved by the SCC Board on September 22, 2022, and accepted by District's Board on September 28, 2022.

The following tables break down the proposed costs for vehicles and equipment. Costs include tools and equipment installed by the manufacturers to outfit the vehicles, which vary by vehicle.

### Proposed Fiscal Year 2023-24 Capital Equipment and Vehicle Purchases

Make/Model	Type	Add or Replace	Cost	Qty	Total
Ford F550	Maintenance	Replacement (M26)	\$140,000	1	\$140,000
Ford F150	Maintenance	Replacement (M27, M72, M76)	\$50,000	3	\$150,000
Heavy Duty Truck - Dodge 1 Ton Pickup or similar	Patrol	Replacement (P102, P103)	\$100,000	2	\$200,000
Ford F150 Police Responder Class	Patrol	Replacement (P105, P107, P108)	\$55,000	3	\$165,000
Light Duty Truck	Patrol	Replacement (P43)	\$40,000	1	\$40,000
Ford F150 Police Responder Class	Patrol	Additional	\$55,000	1	\$55,000
SUV	Administrative	Replacement (A68)	\$50,000	1	\$50,000
Chevy Silverado EV	Patrol	Replacement (P119)	\$85,000	1	\$85,000
Chevy Silverado EV (formerly Ford F350)*	Patrol	Replacement (P94)	\$15,000	1	\$15,000
Chevy Silverado EV (formerly Ford F150 Lightning)**	Maintenance	Additional	\$25,000	1	\$25,000
<b>Total FY24 Vehicle Request</b>					<b>\$925,000</b>

\*Purchase previously approved by the Board at a cost of \$70,000 on 7/28/2021. Cost in Table reflects additional cost above original approved amount.

\*\*Purchase previously approved by the Board at a cost of \$60,000 on 8/24/2022. Cost in Table reflects additional cost above original approved amount.

Equipment Type	Type	Add or Replace	Cost	Qty	Total
John Deer Tractor/Tiger Mower Combination or similar	Maintenance	Replacement	\$300,000	1	\$300,000
John Deer 6400 Utility Tractor	Maintenance	Replacement	\$60,000	1	\$60,000
Burnboss T24 Above-Ground Ait Curtain Burner	Maintenance	Additional	\$70,000	1	\$70,000
<b>Total FY24 Equipment Request</b>					<b>\$430,000</b>

**Grand Total \$1,355,000**

### FISCAL IMPACT

There are sufficient funds in the adopted FY24 budget to cover the cost of the recommendations. There is currently \$930,000 allocated for the vehicles and \$430,000 allocated for equipment. The recommended action is not funded by Measure AA.

### PRIOR BOARD AND COMMITTEE REVIEW

Capital Equipment Purchases information was presented to the Board during the following meetings.

- **July 2021:** The Board reviewed and approved FY22 Capital Equipment Purchases. ([R-21-101, minutes](#))
- **August 2022:** The Board reviewed and approved purchase of two electric Ford Lightning F150 Trucks. ([R-22-101, minutes](#))
- **September 2022:** The Board reviewed and approved FY23 Capital Equipment Purchases. ([R-22-102, minutes](#))

### PUBLIC NOTICE

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

### CEQA COMPLIANCE

The recommended action is not a project under the California Environmental Quality Act (CEQA).

### NEXT STEPS

If approved by the Board, staff will prepare purchase orders for the vehicles and equipment utilizing a cooperative procurement contract.

Attachments:

1. Administrative Fleet Replacement Guidelines

2. District Vehicle Fleet Report

Responsible Department Head:  
Brandon Stewart, Land & Facilities Services

Prepared by:  
Benjamin Talavera, Land & Facilities Services



Fleet Replacement Guidelines  
September 7, 2022

The following serve as general guidelines for replacing vehicles and equipment based on usage, operating costs, and downtime. Adjustments in time or miles will be made to replacement criteria for individual units as conditions warrant.

<b>PATROL (CODE 3) VEHICLES</b>	7–10 years and/or 90–100,000 miles
<b>MAINTENANCE TRUCKS</b>	10–15 years and/or 95–110,000 miles
<b>ADMIN VEHICLES</b>	20 years and/or 110–130,000 miles
<b>EQUIPMENT TRANSPORT TRAILERS</b>	15–20 years
<b>TRACTORS/EXCAVATORS</b>	15 years and 5,000 hours
<b>FIRE APPARATUS Slip-On Pumper Units</b>	15 years

As new and replacement vehicles are purchased, they are evaluated to reduce fuel consumption. Examples of vehicles purchased in that effort are 1) three smaller Ford F150 trucks for ranger pool, 2) ordered one large F350 (with fire pumpers) in the ranger pool, 3) ordered one Ford F150 Lightning for ranger pool to be used as a patrol vehicle.

Several additional measures may be evaluated in the future. An evaluation of the Fire Program may recommend removing pumpers from most patrol trucks and purchasing more effective patrol rigs for fire suppression. Electric vehicles, from standard sedans to electric motorcycles and ATVs, have been evaluated, and as their technology improves, we will likely recommend electric vehicle purchases in the future. The need for four-wheel drive and specialty vehicles limits the ability to green the fleet until technology catches up to those types of vehicles. Still, we will continue to include fuel economy in evaluating purchases.

In addition to reducing fuel consumption, the fleet is also evaluated for reducing expenditures and utilizing vehicles' lives up to the point where the maintenance cost, safety issues, fuel consumption, and reliability issues make the sale of old vehicles and the purchase of new vehicles cost-effective. Currently, we rely on the approved replacement guidelines, but we evaluate individual vehicles for use beyond the mileage and age guidelines. In particular, retired Visitor Services SUVs are evaluated for use at the administrative office when four-wheel-drive vehicles are needed. Currently, one retired patrol vehicle, a Ford Expedition, is being used in this capacity. As the longevity of vehicles improves, particularly in the administrative vehicle fleet, mileage and age guidelines can be adjusted if vehicles are lasting longer. The District is in the process of hiring a consultant to develop a fleet transition plan to reduce use of fossil fuels and associated greenhouse gas emissions in the medium to long-term, as well as a focus on future purchases and replacement guidelines.





# District Vehicle Fleet Report

Updated July 17, 2023

The District maintains an inventory of 101 vehicles of various models and types based on the needs of different departments and job functions. Our fleet replacement guidelines, last updated July 17, 2023, establish that we replace emergency vehicles between 7 and 10 years and/or 90 to 100,000 miles, replace maintenance vehicles between 10 and 15 years and/or 95 to 110,000 miles, and replace administrative vehicles at 20 years and/or between 110 to 130,000 miles. Adjustments to the criteria for individual unit replacement are made depending on condition, operating costs, and down time.

The type of field vehicle purchased and its assignment are made based on department and position needs. The typical field vehicle is a four-wheel drive truck or off-road utility vehicle. Field vehicles are assigned to supervisors/managers; all other trucks are shared vehicles. The exception is resident patrol staff and some resident maintenance staff, who are assigned vehicles to take home for call-out availability.

The type of administrative office (AO) vehicles purchased is usually a compact SUV or similar sedan, including hybrid, plug-in hybrid, and electric vehicles. Some AO vehicles must be four-wheel drive to enable staff to drive off-road in preserves. Additionally, some of the SUVs need to have higher seating capacity for carpooling large groups. All AO vehicles are shared, with the exception of one vehicle that is assigned to the Visitor Services Manager, two department vehicles for Engineering & Construction, and one department vehicle each for Real Property, Natural Resources, and Land and Facilities Services. These vehicles are assigned to staff and departments due to their routine trips into the field to review projects and to meet with contractors, consultants, and other staff.

## ***Breakdown of fleet vehicles:***

### **PATROL EMERGENCY VEHICLES**

*Emergency vehicles are replaced between 7 and 10 years and/or 90 to 100,000 miles*

Vehicle Type	Assignment	Fiscal Year 2022		Fiscal Year 2023	
		Number of Vehicles	Number of Employees*	Number of Vehicles	Number of Employees*
SUVs/Light Truck Ford Expedition F150 or Similar	VS Dept Manager Area Superintendents Patrol Supervisors	8	8	8	8
One Ton Trucks Ford F350 or Similar Outfitted with Fire Pumpers	Resident Rangers Office Pool Vehicles	19	22	19	20
Light Trucks Ford F150 or similar	Office Pool Vehicles Seasonal Aides Ranger Aides	7	4	8	8
<b>TOTAL</b>		<b>34</b>	<b>34</b>	<b>35</b>	<b>36</b>

*\*Data accounts for number of employees as of June FY22 & FY23, includes seasonal staff but does not include vacancies*

**MAINTENANCE VEHICLES**

Maintenance vehicles are replaced between 10 and 15 years and/or 95 to 110,000 miles

Vehicle Type	Assignment	Fiscal Year 2022		Fiscal Year 2023	
		Number of Vehicles	Number of Employees*	Number of Vehicles	Number of Employees*
SUVs/Light Truck Toyota Tacoma F150 or Similar	Area Managers Maint. Supervisors Facilitie Maint. Supervisor Capital Projects Manager Resource Lead OST Field Resource Specialist	12	12	14	12
Ford F250/350/F550	Maintenance Trucks Unassigned	20	47	20	51
Hybrid	Carpool SUV Unassigned	1		1	
<b>TOTAL**</b>		<b>33</b>	<b>59</b>	<b>35</b>	<b>63</b>
Peterbuilt or International Water/Dump Trucks	Commercial Trucks	6		6	
Ford F250/F350/F550 or Similar	Service Trucks	13		13	

\*Data accounts for number of employees as of June FY22 & FY23, includes seasonal staff but does not include vacancies \*\*Number of vehicles with carpooling capabilities

**ADMINISTRATION VEHICLES**

Administration vehicles are replaced at 20 years and/or between 110 to 130,000 miles

Vehicle Type	Assignment	Fiscal Year 2022		Fiscal Year 2023	
		Number of Vehicles	Number of Employees*	Number of Vehicles	Number of Employees*
Electric/Hybrid Toyota Prius SUVs	Unassigned	7	64	7	79
Ford F150 Jeep Wrangler Or Similar	Assigned to E&C NR, RP, L&F.	5	30	5	30
<b>TOTAL</b>		<b>12</b>	<b>94</b>	<b>12</b>	<b>109</b>

\*Data accounts for number of employees as of June FY22 & FY23, does not include vacancies

**Fleet Program Evaluation**

As the District grows, efforts are made to reduce the ratio of staff to vehicles. The need for vehicles for administrative staff is relatively light. However, field staff need to move from the field offices into preserves every day. Patrol staff perform solo patrols, so generally all on-duty Visitor Services field staff need a vehicle. The Visitor Services Department is continuing the transition from trucks assigned to each ranger to a shared fleet of trucks. The Land and Facilities Services Department field staff perform work in crews ranging from one

individual to an entire crew. This necessitates a shared fleet. There are also specialty vehicles, such as the commercial trucks, that require a commercial driver's license to operate, and therefore are generally not a pool vehicle.

As new and replacement vehicles are purchased, they are evaluated to reduce fuel consumption. Examples of vehicles purchased in that effort are 1) plug-in hybrids for the administrative office, 2) smaller Ford F150 trucks for seasonal rangers and ranger aides, 3) smaller Ford F150s (without fire pumpers) to replace some large F350s (with fire pumpers) in the ranger pool, and 4) diesel trucks for field offices when available and appropriate (in 2018, the District replaced conventional diesel with renewable diesel in the field office fuel tank stations).

In addition to reducing fuel consumption, the fleet is also evaluated for reducing expenditures and utilizing the life of vehicles up to the point where the maintenance cost, safety issues, fuel consumption, and reliability issues make the sale of old vehicles and the purchase of new vehicles cost effective. The District evaluates vehicles based on the Board-approved fleet replacement guidelines and considers potential extended use beyond the mileage and age guidelines as appropriate. In particular, retired Visitor Services SUVs are evaluated for use at the administrative office when four-wheel drive vehicles are needed. Currently, one retired patrol vehicle, a Ford Expedition, is being used in this capacity. As the longevity of vehicles improves, particularly in the administrative vehicle fleet, mileage and age guidelines can be adjusted if vehicles are lasting longer.

As an additional effort to improve the fleet, staff has hired a consultant, ICF Inc., to develop a Fleet Transition Plan that will inform future fleet management decisions, including replacements and purchases. This plan will also include a medium-to-long term plan for transitioning the District fleet away from fossil fuels and associated greenhouse gas emissions. This is also an implementation strategy in the Climate Action Plan.

###