



Midpeninsula Regional
Open Space District

R-16-85
Meeting 16-16
July 13, 2016

AGENDA ITEM 3

AGENDA ITEM

Authorization to Purchase Capital Equipment for a Total Cost Not to Exceed \$1,088,700.

GENERAL MANAGER'S RECOMMENDATIONS

1. Authorize the General Manager to execute a purchase contract with the State Department of General Services and associated contract dealers for five patrol vehicles, two administrative vehicles, and five maintenance vehicles, for a total cost not to exceed \$798,700.
2. Authorize the General Manager to execute a purchase contract with the State Department of General Services and associated contract dealers for one replacement and one additional tractor for a total cost not to exceed \$290,000.

DISCUSSION

The District's five-year capital equipment schedule provides for three replacement and two additional patrol vehicles, two additional administrative vehicles, two replacement and three additional maintenance vehicles, one replacement and one additional tractor. The District's ability to purchase vehicles through existing contract with the California Department of General Services (DGS) provides a significant cost savings and greatly reduces the amount of staff time that would otherwise be required if the District conducted a separate bid process for each.

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

Three new patrol vehicles and two new maintenance vehicles will replace current District vehicles that have reached the end of their useful life and will be sold at public auction. One additional Administration Office vehicle is necessary for increased field work and monitoring of MAA and capital projects staff are responsible for, and one is for the additional Volunteer Program Lead position that was approved as part of the Fiscal Year 2016-17 Budget and Action Plan (R-16-71), which was adopted by the Board at its June 22, 2016 regular meeting.

As part of the FOSM implementation plan creating the Land and Facilities Services Department staff is recommending five additional vehicles. One vehicle will be assigned to the L&F

Manager. One vehicle will be assigned to each of the new Area Manager positions for site visits for project planning and monitoring maintenance crews and contractors projects. Two additional maintenance vehicles are needed to support increased maintenance staff for ongoing work and upcoming MAA projects.

The purchase of a tractor for the Skyline Office will replace an old tractor that is reaching the end of its useful life, an additional benefit will be replacing this unit with a newer model that has improved emissions technology. As the Foothills Office prepares for the opening of Mt Umunhum Road, they will need a tractor dedicated to the area for clearing rocks and debris from the public road and drainage structures.

Staff is researching and considering options for purchasing smaller more fuel efficient trucks for field use provided they meet our minimum needs, and will consider a second hybrid vehicle for the AO.

FISCAL IMPACT

The FY2016-17 District Budget includes \$290,000 for Field Equipment, and \$798,700 for District Vehicles. There is sufficient funding to cover the recommended purchase contracts.

BOARD COMMITTEE REVIEW

There was no Committee review for this agenda item.

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, staff will prepare purchase orders for the vehicles and equipment utilizing the State of California Department of General Services contracts or other approved cooperative procurement contract.

Responsible Department Head:
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