



CITY OF POMONA COUNCIL REPORT

July 16, 2018

To: Honorable Mayor and Members of the City Council

From: Linda Lowry, City Manager

Submitted by: Meg McWade, Public Works Director

Subject: **Adopt a Resolution Amending the FY 2018-19 Public Works Operating Budget by Appropriating \$344,624 of FY 2017-18 Carried-Over Measure M Funds for Vehicles and Authorize the Use of NJPA Contracts for Award of Purchase to Altec Industries Inc. for Two 2018 Aerial Lift Trucks in the Amount of \$214,812, and Award of Purchase to National Auto Fleet Group, in the Amount of \$129,812 for Three 2018 Light Duty Trucks and One 2018 Sport Utility Vehicle**

OVERVIEW

Recommendations – That the City Council:

1. Adopt a Resolution (Attachment 1) amending the FY 2018-19 Public Works Operating Budget by appropriating \$344,624 of FY 2017-18 Carried Over Measure M Funds (Fund Balance); and
2. Authorize the use of NJPA Contract #12418-ALT (Attachment 2) Awarded to Altec Industries Inc., in the amount of \$214,812 for two (2) 2018 aerial lift trucks (Attachment 3 and 4); and
3. Authorize the use of NJPA Contract #120716-NAF (Attachment 5) Awarded to National Auto Fleet Group, in the amount of \$129,812 for three (3) 2018 light duty pick-up trucks and one (1) 2018 sport utility vehicle (Attachments 6 to 9).

Fiscal Impact – The adoption of the Resolution will appropriate \$344,624 of Measure M Funds in FY 2018-19 Operating Budget for vehicles as shown in the following table:

Qty.	Vehicle Type	Division	Account	Amount*
1	2018 Aerial Lift Truck with Outrigger Pads	Signal Lighting	138-2563-66182-00000	\$109,012**
1	2018 Aerial Lift Truck	Signal Lighting	138-2563-66182-00000	\$105,800**
1	2018 Sport Utility Vehicle Ford Escape	General Operations	138-2506-66182-00000	\$ 28,833
1	2018 Light Duty Pick-up Truck Ford F-150	Street Maintenance	138-2520-66182-00000	\$33,723
1	2019 Light Duty Pick-up Truck Ford Super Duty F-250	Street Maintenance	138-2520-66182-00000	\$30,274
1	2019 Light Duty Pick-up Truck Ford Super Duty F-250 with Flatbed and Liftgate	Street Maintenance	138-2520-66182-00000	\$36,982
			TOTAL	\$ 344,624

*Amount based on quotes/sales contract rounded up for budgeting purposes

**Amount based on quoted price including applicable sales tax of 9.5%

Previous Council Action – On September 18, 2017, City Council adopted a Resolution approving and agreeing to the “Assurances and Understandings Regarding Receipt and Use of Measure M Local Return Funds.” On June 12, 2017, City Council approved the City’s Operational Budget and authorized receipt and expenditures of \$2,165,400 in Fund 138 Measure M. Included in the expenditures was \$367,000 in Measure M Funds for the purchase of two replacement aerial lift trucks, three light duty pickup trucks, and one sport utility vehicle.

EXECUTIVE SUMMARY

Approval of this action will allow the Public Works Department to purchase six (6) replacement vehicles, all of which currently meet the City’s criteria for replacement of vehicle and end-of-vehicle-life procedures. The maintenance of the existing vehicles now exceeds their Blue Book replacement value. With this action, the Public Works Department will award purchase to Altec Industries Inc. for two (2) 2018 aerial lift trucks in the amount of \$214,812; and National Auto Fleet Group for three (3) 2018 light duty pickup trucks, and one (1) 2018 Sport Utility Vehicle (SUV) in the amount of \$129,812.

DISCUSSION

The City adopted a revised Vehicle Replacement Policy and Procedure on April 4, 2016, establishing criteria to justify the purchase of replacement vehicles, Citywide. Currently, there are two aerial lift trucks, three light duty pick-up trucks, and one sedan vehicle being utilized by the Public Works Department that meet the required criteria for replacement as listed below:

Criteria for replacement:

- 1) The vehicle has reached the end of its useful life, which is eight (8) years for light-duty pick-up trucks, and eight (8) years for sedans, and eleven (11) years for aerial lift trucks;
- 2) Light Duty Vehicle mileage reaches and/or exceeds 100,000 miles; and
- 3) When vehicle maintenance costs become inefficient due to age-related factors, including parts availability, emission control, and mechanic hours.

The following list contains the proposed replacement vehicles:

Fleet Unit No.	Vehicle Type	Division	Current Miles	Criteria No.
34761	1997 GMC C7500 Aerial Lift Truck	Signal Lighting	87,178	1 & 3
34763	2005 Ford F550 Aerial Lift Truck	Signal Lighting	101,355	1 & 3
25535	2000 Dodge Ram Light Duty Truck	Engineering	93,444	1 & 3
25530	2000 Dodge Stratus Sedan	Engineering	108,488	1 & 3
26290	1997 GMC 3500 Light Duty Truck	Streets	133,633	1, 2, & 3
26287	1997 GMC 3500 Light Duty Truck	Streets	112,594	1, 2, & 3

It is the recommendation of the Fleet Services Manager that these vehicles be retired based on the Vehicle Replacement Policies and Procedures.

NJPA Bid Process

In an ongoing effort to maximize cost savings, many government agencies share contracting efforts through cooperative purchasing. This procurement method increases pricing competitiveness, allows the City to access highly qualified specialty contractors, and lowers overall operating and capital costs through volume buying. The National Joint Powers Alliance

(NJPA) is a public agency with legal authority to serve as a contracting agency for municipalities. The City is a member of NJPA and makes use of the contractors by exercising the Joint Powers Act. NJPA facilitates a competitive bidding process on behalf of the City's needs and expectations.

The NJPA competitively bids tasks with pre-set unit prices and specifications for services including material, equipment, and labor costs. The National Auto Fleet Group was the lowest bidder on multiple vehicle bids and was awarded a contract under the National Joint Powers Alliance, which the City can utilize. The replacement vehicles, selected through the National Joint Powers Alliance process, meet all current Federal emissions requirements.

The process meets the City's Purchasing Ordinance under Cooperative Purchasing Sec. 2-973 which authorizes the Purchasing Manager to recommend a cooperative or "piggybacking" purchase on an awarded contract for services or equipment, entered into by other governmental agencies through a competitive bid process provided it meets the technical specifications of the awarded bid.

The requested appropriation of \$344,624 will enable the purchase of the Public Works vehicles which was budgeted in FY 2017-18. The City originally planned to purchase several CNG (compressed natural gas) vehicles, with a grant match of \$10,000 for medium-duty vehicles and \$30,000 for heavy-duty vehicles that included the CNG component. The process for CARB (California Air Resources Board) certification for vehicle models 2017 lasted through April 2018. Staff was pending the CARB certification to move forward with future vehicle purchases. This delay caused difficulty in obtaining vehicles for specific years, including 2018 and 2019 models. Therefore, staff changed the recommendation to move forward with the purchase of vehicles from CNG vehicles to regular gas vehicles.

Staff recommends that City Council authorize the use of NJOA contracts for the purchase of two (2) 2018 aerial lift trucks, three (3) 2018 light duty pickup trucks, and one (1) 2018 SUV by awarding a purchase contract to Altec Industries Inc. in the amount of \$214,812; and a purchase contract to National Auto Fleet Group (NAFG) in the amount of \$129,812.

Attachments:

- 1) Resolution
- 2) Altec Quote 408254-4
- 3) Altec Quote 407549-4
- 4) NAFG Quote 12058
- 5) NAFG Quote 12082 Revised
- 6) NAFG Quote 6321
- 7) NAFG Quote 6322
- 8) NJPA Contract Acceptance and Award Confirmation

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