



CITY OF POMONA COUNCIL REPORT

September 16, 2019

To: Honorable Mayor and Members of the City Council

From: Linda Lowry, City Manager

Submitted By: Rene Guerrero, Public Works Director

SUBJECT: AMEND THE FY 2019-20 OPERATIONAL BUDGET BY APPROPRIATING \$120,000 OF AVAILABLE MEASURE M FUNDS AND APPROVE THE PURCHASE OF THREE REPLACEMENT VEHICLES FOR THE PUBLIC WORKS DEPARTMENT IN AN AMOUNT NOT-TO-EXCEED \$120,000 FROM NATIONAL AUTO FLEET GROUP

RECOMMENDATION: It is recommended that the City Council take the following actions:

1) Adopt the following Resolution (Attachment No. 1)

RESOLUTION NO. 2019-XXX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, CALIFORNIA, AMENDING THE FY 2019-20 OPERATIONAL BUDGET BY APPROPRIATING \$120,000 FROM AVAILABLE MEASURE M FUNDS TO PURCHASE THREE REPLACEMENT VEHICLES

2) Authorize the use of Sourcewell Contract #120716-NAF awarded to National Auto Fleet Group in the amount not-to-exceed \$120,000 for three replacement vehicles.

EXECUTIVE SUMMARY: Approval of this action will appropriate \$120,000 of Measure M Funds to the FY 2019-20 Operational Budget and authorize the purchase of three (3) vehicles. These vehicles currently meet the City's criteria for replacement of vehicle and end-of-vehicle-life procedures.

FISCAL IMPACT: There will be no fiscal impact to the General Fund. The FY 2019-20 Measure M (138-2506-66182-00000) will be used for the purchase of these vehicles in an amount not-to-exceed \$120,000.

Vehicle Type	Division	Account	Estimated Amount
2019 3/4 Ton Utility Truck (Ford F-250)	Signal Lighting	138-2506-66182-00000	\$40,000
2019 3/4 Ton Utility Truck (Ford F-250)	Signal Lighting	138-2506-66182-00000	40,000
2020 SUV (Ford Escape)	Signal Lighting	138-2506-66182-00000	40,000
		TOTAL	\$120,000

Amend the FY 2019-20 Operational Budget by Appropriating \$120,000 of Available Measure M Funds and Approve the Purchase of Three Replacement Vehicles in an Amount Not-To-Exceed \$120,000 from National Auto Fleet Group

Page 2 of 3 – September 16, 2019

PREVIOUS RELATED 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 3, 2019, City Council approved the City’s FY 2019-20 Operational Budget in the amount of \$120,000 for the purchase of three replacement vehicles.

DISCUSSION: The approved FY 2019-20 Operational Budget included the supplemental items listed in the chart below (as well as on page 18 of the operational budget). These items were approved; however, the funds were not appropriated in the presented document. The attached resolution (Attachment No. 1) will appropriate \$120,000 of Measure M and to the FY 2019-20 Operational Budget.

Item	Fund	Amount
½ Ton Utility Truck	Measure M	\$ 40,000
½ Ton Utility Truck		40,000
SUV		40,000
TOTAL		\$ 120,000

Three Replacement Vehicles

The supplemental items included two ½ ton utility truck replacements. However, the Department is in need of two ¾ ton trucks. The cost of the larger trucks is still within budget.

The City adopted a revised Vehicle Replacement Policy and Procedure on April 4, 2016, establishing criteria to justify the purchase of replacement vehicles. Currently, there are two ¾ ton trucks and one SUV being utilized by the Public Works Department that meet the required criteria for replacement as listed below:

Criteria for replacement:

- 1) The vehicles have reached the end of their useful life, which is eight (8) years for both ¾ ton trucks and SUVs; or
- 2) Vehicle mileage reaches and/or exceeds 100,000 miles; or
- 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.
34748	1986 Chevy C20	Signal Lighting	96,383	1 & 3
34767	2000 GMC Sonoma	Signal Lighting	99,132	1 & 3
34270	2002 Chevy Malibu	Signal Lighting	85,295	1 & 3

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

Procurement Process: Purchasing Sec. 2-973 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

Amend the FY 2019-20 Operational Budget by Appropriating \$120,000 of Available Measure M Funds and Approve the Purchase of Three Replacement Vehicles in an Amount Not-To-Exceed \$120,000 from National Auto Fleet Group

Page 3 of 3 – September 16, 2019

technical specifications of the awarded bid. This procurement method increases pricing competitiveness, allows the City to access highly qualified contractors, and lowers overall operating and capital costs through volume buying.

Sourcewell is a joint powers association for public agencies with legal authority to serve as a contracting agency for municipalities. Staff has reviewed the procurement process conducted by Sourcewell and determined that the process meets the City of Pomona's requirement for utilizing cooperative agreements. Therefore, it is recommended that the City Council authorize staff to utilize Sourcewell cooperative contract #120716-NAF awarded to National Auto Fleet Group for the purchase of two (2) $\frac{3}{4}$ ton utility trucks and one (1) Sport Utility Vehicle (SUV) by awarding a purchase order to National Auto Fleet Group in an amount not to exceed of \$120,000.

Prepared by:

Jizelle M. Campos
Senior Management Analyst

ATTACHMENT(S):

Attachment No. 1 – Resolution 2019-XXX