



# Town of Yountville

6550 Yount Street  
Yountville, CA 94599

## Staff Report

**Agenda Item #:** {{section.number}}G

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## Yountville Town Council Staff Report

**DATE:** August 6, 2024  
**TO:** Mayor and Town Council  
**FROM:** John Ferons, Public Works Director  
**PREPARED BY:** John Ferons, Public Works Director

### **RECOMMENDATION**

Adopt Resolution Number 24-4298 Authorizing the Procurement of a Replacement Bucket Truck via the Town's Sole Source Purchasing Ordinance in the amount of \$116,800 with Capital Fund 82 identified in the current Capital Improvement Plan and authorizing the Town Manager to execute the contract up to that amount.

### **DISCUSSION/BACKGROUND**

Town Public Works maintenance of Town infrastructure requires having access to the proper equipment to operate in a safe manner, in this case the Town's fleet bucket truck. The Town's existing bucket truck was a used model purchased in 2015 which eliminated previous practice of placing a ladder in the back of a dump truck to perform required maintenance and routine tasks. The existing bucket truck has reached the end of its service life and will no longer meet California smog requirements and as a result has been parked since early 2024.

In anticipation of the lifespan of such vehicles, the Town's 2024/2025 budget anticipates the need to replace vehicles over time via the Fleet, Tools, and Equipment Replacement Fund 82. This Fleet, Tools, and Equipment Replacement and Repair Plan ensures that the Town's necessary vehicles and equipment are properly maintained and replaced in an appropriate timeframe. Adopted within the Capital Improvement Program, the Fund 82 matrix identifies cost estimates and replacement schedules for the Town's fleet as a part of the annual budgeting process.

The current CIP identifies the replacement of the bucket truck in project ST-0030 with a budget of \$96,902. The existing bucket truck was a used model the Town purchased at a reduced cost. However, it is no longer functional and safe to use. The Town searched for another used model to purchase, and none were available. With the old bucket truck decommissioned, the Town required the use of a bucket truck and rented a new model from Global Rental Co., Inc. As part of the rental agreement, we have the option to purchase the bucket truck and use the rental fee as a credit towards the final purchase. The bucket truck was used successfully since April and meets all the needs and requirements of staff. The total cost of the final purchase is \$124,000. The rental fee of \$7,200 will be used as credit leaving a balance of \$116,800 to be paid. Savings from the recent dump truck purchase will be used to augment the CIP budget for project ST-0030 via an internal budget adjustment in the amount of \$19,898 to complete the purchase.

The Town proposes purchasing the bucket truck currently under rental status use via the Municipal Code:

3.32.190 Special equipment/supplies—Sole source purchases—Bid exceptions:

B. Sole Source Purchases. Commodities or services that can be obtained from only one vendor or one distributor authorized to sell in this area, are exempt from the competitive bidding requirements in Section 3.32.150 and are deemed sole source purchases. Sole source purchases may include proprietary items sold direct from the manufacturer.

In this case the bucket truck is specialized equipment and Global Rental Company was the only regional vendor who could provide a truck to meet the Town's specifications and schedule needs. As such, the Town rented the truck with the option to purchase in the prior fiscal year in anticipation of the funds to purchase being authorized in the current fiscal year.

Adopting Resolution Number 24-4298 will authorize the procurement of a replacement bucket truck via the Town's Sole Source Purchasing Ordinance in the amount of \$116,800 with Capital Fund 82 identified in the current Capital Improvement Plan and authorize the Town Manager to execute the contract up to that amount.

### **ENVIRONMENTAL REVIEW**

Not Applicable

### **FISCAL IMPACT**

Is there a Fiscal Impact? No

Is it Currently Budgeted? Yes

Where is it Budgeted? ST-0030; 82-6000-5600; Replace Bucket Truck

Is it Mandatory or Discretionary? Mandatory

Is there a Staff Resource Impact? Nominal

### **STRATEGIC PLAN GOAL**

Is item Identified in Strategic Plan? Yes

If yes, Identify Strategic Goal and Objective. **Quality of Life:** The Town enhances the livability of Yountville by providing well-maintained public facilities, parks, and trails, and quality programs and events.

Briefly Explain Relationship to Strategic Plan Goal and Objective. The Town having the bucket truck as part of its fleet allows public works staff to safely continue to provide the high level of service the Town has come to expect.