



Town of Yountville

6550 Yount Street
Yountville, CA 94599

Staff Report

Agenda Item #: {{section.number}}H

Yountville Town Council Staff Report

DATE: September 17, 2024

TO: Mayor and Town Council

FROM: John Ferons, Public Works Director

PREPARED BY: Rosalba Ramirez, Deputy Public Works Director

RECOMMENDATION:

Adopt Resolution Number 24-4302 authorizing the procurement of a 2024 Electric Chevrolet Crew Cab with a not to exceed amount of \$80,000 using current CIP Project CP-0028 with a budget adjustment from CIP Project WA-0023 and authorizing the Town Manager to execute the contract up to that amount.

DISCUSSION/BACKGROUND

The Town Council has identified environmental sustainability as a goal for the Town as an agency, going Yountville Green. As such the Town's Capital Improvement Program Budget incorporates the Town Council goals to replace traditional gas-powered vehicles over time with electric vehicles. The adopted CIP budget includes capital improvement projects for the purchase of electric vehicles as part of the Town's fleet of work vehicles.

Public Works is proactive in trying to meet zero-emission and sustainability goals and as a result the Town has now purchased a total of four all-electric vehicles which have replaced four fossil-fuel vehicles. Public works would like to continue to advance towards the Town Council's sustainability goals and purchase a 2024 Electric Chevrolet Crew Cab to replace another a gas-powered pickup truck in the fleet. The new vehicle will reduce the gas emissions released at stops, idling when doing a field stops within Town, and reduce the need for staff to use traditional gasoline-powered vehicles.

The current unused fund balance in CP-0028 is \$67,404. This fund balance will not cover the not to exceed amount of \$80,000.00 cost of the 2024 Electric Chevrolet Crew Cab. However, another recent vehicle purchase under CIP Project WA-0023 realized some savings, leaving money in that budget line item. Staff is preparing a budget transfer of \$12,596 from Fund 60 Project WA-0023 to Fund 50 ST-0028 providing an adequate balance to procure a 2024 Electric Chevrolet Crew Cab.

Town's Municipal Code, Title 3 Revenue and Finance, Chapter 3.32.150 Bidding Procedures for Various Purchase Amounts, D. A purchase of more than \$45,000.00 shall be made by formal bid procedure in accordance with Section 3.32.180 and must be approved by the Town Council in accordance with Section 3.32.130. Alternately, the proposed vehicle purchase is via the Town's Municipal Code, Title 3 Revenue and Finance, Chapter 3.32.180 G. Rejection of Bids. If the Town Council determines that bids are excessively high or that specifications were unclear, or if no bids are received, the Council may reject all bids presented and use whatever method it deems appropriate, such as rebid, abandon acquisition, or negotiate a contract.

The advertisement for the procurement for Utility Truck Replacement began on August 29, 2024. Four bids were

opened on September 10, 2024. The bids received are listed below.

- | | |
|-----------------------------------|-------------|
| 1. Platinum Chevrolet, Santa Rosa | \$71,683.03 |
| 2. Correra Logistics of Gilroy | \$85,843.09 |

Staff is requesting Council adopt Resolution Number 24-4302 authorizing the procurement of a 2024 Electric Chevrolet Crew Cab with a not to exceed amount of \$80,000 using current CIP Project CP-0028 with a budget adjustment from CIP Project WA-0023 and authorizing the Town Manager to execute the contract up to that amount.

ENVIRONMENTAL REVIEW

Exempt per California Environmental Act (CEQA) Guideline, Section 15061(b)(3)

FISCAL IMPACT

Is there a Fiscal Impact? No

Is it Currently Budgeted? Yes

Where is it Budgeted? CP-0028 and WA-0023

Is it Mandatory or Discretionary? Discretionary

Is there a Staff Resource Impact? Nominal

STRATEGIC PLAN GOAL

Is item Identified in Strategic Plan? Yes

If yes, Identify Strategic Goal and Objective. **Responsible Fiscal Policy:** The Town maintains its fiscal health through policies designed to maximize economic opportunities, manage expenses, and ensure prudent reserves. **Exceptional Town Services and Staff:** The Town supports its talented staff who deliver high quality municipal programs and services while maintaining public infrastructure for the benefit of the community.

Briefly Explain Relationship to Strategic Plan Goal and Objective. Using the allocated funds for vehicle replacement ensures that the Town's is meeting its zero emission and sustainability goals in an appropriate time frame exhibiting responsible fiscal policy while providing the necessary zero-emissions equipment for staff to deliver municipal services while maintaining Town infrastructure.