



Town of Yountville

6550 Yount Street
Yountville, CA 94599

Staff Report

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

Yountville Town Council Staff Report

DATE: June 18, 2024

TO: Mayor and Town Council

FROM: John Ferons, Public Works Director

PREPARED BY: John Ferons, Public Works Director

SUBJECT:

Adopt Resolution Number 24-4284; Authorizing the Procurement of a Replacement Dump Truck via the Town's Cooperative Purchasing Ordinance in the amount not to exceed \$165,000 with Capital Fund 82 identified in the FY 2024/2025 Capital Improvement Plan and authorizing the Town Manager to execute the contract up to that amount.

DISCUSSION/BACKGROUND

Town Public Works' routines and providing service to the community benefit greatly from having access to the Town's fleet dump truck for conducting regular maintenance and even more so in times of emergency response. The Town's existing Dump Truck was purchased in 2008 and has reached the end of its service life.

The Town's budget anticipates the need to replace vehicles over time and contains the Fleet, Tools, and Equipment Replacement Fund 82. This fleet, tools & 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 CIP identifies the Town's Dump Truck replacement for fiscal year 2024/2025. Given the condition of the current dump truck, staff advertised for the replacement of the dump truck ahead of the new fiscal year. The advertisement for bids contains all the specifications necessary to serve as the Town's replacement dump truck.

The proposed dump truck purchase is via the 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 of a 2024 Chevrolet Silverado 5500 Dump Truck began on June 6, 2024. Bid are scheduled to be opened on June 20, 2024. Staff is requesting authorization to purchase the advertised dump truck as specified after the beginning of the new fiscal year on July 1, 2024 with the lowest

responsive and responsible bid under the budgeted amount of \$165,000.

ENVIRONMENTAL REVIEW

Not Applicable

FISCAL IMPACT

Is there a Fiscal Impact? No

Is it Currently Budgeted? Yes

Where is it Budgeted? FY 2024/2025 Fund 82

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. **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. Publicly bidding and purchasing an appropriate replacement dump truck is responsible fiscal policy. The Town having the dump truck as part of its fleet allows public works staff to continue to provide the high level of service the Town has come to expect. the Town's water customers.

RECOMMENDATION

Adopt Resolution Number 24-____; Authorizing the Procurement of a Replacement Dump Truck via the Town's Cooperative Purchasing Ordinance in the amount not to exceed \$165,000 with Capital Fund 82 identified in the FY 2024/2025 Capital Improvement Plan and authorizing the Town Manager to execute the contract up to that amount.