

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: STEVE KROECK, DEPUTY DIRECTOR – FIELD SERVICES,  
TRANSPORTATION AND PUBLIC WORKS DEPARTMENT  
CHUCK MCBRIDE, CHIEF FINANCIAL OFFICER, FINANCE  
DEPARTMENT  
BRANDALYN TRAMEL, PURCHASING AGENT, FINANCE  
DEPARTMENT  
SUBJECT: APPROVAL OF PURCHASE ORDER TO GARTON TRACTOR  
INC. FOR THE PURCHASE OF TWO NEW HOLLAND  
TRACTORS AND DIAMOND FLAIL MOWERS THROUGH NJPA  
SOURCEWELL COOPERATIVE AGREEMENTS 052417-DMN  
AND 021815-CNH

AGENDA ACTION: RESOLUTION

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RECOMMENDATION

It is recommended by the Transportation and Public Works (TPW) and Finance Departments that the Council, by resolution, approve a purchase order to Garton Tractor Inc. Stockton, California for the purchase of two Holland Tractors and Diamond Flail Mowers in an amount not to exceed \$334,491.01 through National Joint Powers Alliance (NJPA) Sourcewell cooperative agreements 052417-DMN and 021815.

EXECUTIVE SUMMARY

Purchasing has received a requisition from the Transportation and Public Works (TPW) Department for the cooperative purchase of two New Holland Tractors and Diamond Flail Mowers.

BACKGROUND

Under the City's guidelines for replacement of fleet vehicles and equipment, the TPW Fleet Maintenance Division selects a vehicle or equipment for replacement when it has reached the end of its cost-effective life cycle. Typically, vehicles are replaced after 7-12 years of use, depending on the type and class of vehicle, or the use of the equipment. It is the City's goal to achieve the lowest possible life cycle cost for each vehicle in the City's fleet, which includes replacing the vehicle while it still has reasonable marketable value when sold at auction. One of the tractors being purchased under this award is replacing equipment used in the Santa Rosa Water Department Subregional Division that has been identified for replacement because it has exceeded the life cycle replacement criteria. The second tractor is being added to the Streets Section of the TPW Department. The equipment will automate their current hand-cut roadside brush removal program, increasing productivity by 300% (1200 hours versus 3600 hours) while improving employee and public safety (bees, poison oak, etc.). The efficiency improvement, which

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NEW HOLLAND TRACTORS  
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equates to more than one fulltime employee (FTE), will help Streets to annually trim 160 linear miles of open ditch (including the recent Roseland Annexation) and respond to increasing homeless debris/clean-up activities, while reducing funding and staffing.

The National Joint Powers Alliance (NJPA) is a public agency established in 1978 in Minnesota, revised in 1995, to allow participation by government and education agencies nationwide. This reduces the cost of equipment and products by leveraging combined national purchasing power through cooperative efforts. NJPA serves as a municipal contracting agency for other member agencies throughout the nation with competitively awarded cooperative contract solutions through industry leading-vendors.

This cooperative purchase is available for use by the City of Santa Rosa, Membership 779480, through Contracts 052417-DMN and 021815-CNH as cooperative purchase agreements, which is allowed by City Code Section 3.08-160 when advantageous to the City.

PRIOR CITY COUNCIL REVIEW

None

ANALYSIS

Santa Rosa City Code Section 3-08.160 allows for cooperative purchases when advantageous to the City. NJPA Sourcewell's procurement process includes research, specifications preparation, pre-bid and pre-proposal conferences, legal notice posting and advertising, bid/proposal review and contract execution available at a national level. Additional benefits to utilizing a cooperative purchase agreement is an expedited procurement process, volume purchasing discounts, on-duty professional staff assistance, research and development of technical specifications, and contract management services provided by the lead Agency. Finance staff has determined that a new competitive bid solicitation would not result in achieving beneficial competitive results. The cooperative agreement documents have been reviewed and approved to form by the City Attorney.

Garton Tractor Inc. is a local dealership that services and supports both New Holland and Diamond equipment. Purchasing staff's review and market research of the New Holland 2015 T6.175 Model standard base price is estimated at \$117,500, and \$128,346 for the 2015 Elite. Based on the cooperative cost at \$95,225 for the 2018 New Holland, staff determined the cooperative purchase is in the City's best interest, and competitively bidding this equipment would not result in a lower bid response.

FISCAL IMPACT

Funds for this operational expense have been allocated in the FY 2018/19 budget under the Transportation and Public Works Department - E & R Replacement - Key 300106-5584.

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ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution
- Exhibit A – Garton Tractor Inc. Quotes

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