

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: JEREMY GUNDY, DEPUTY DIRECTOR – FIELD SERVICES,  
TRANSPORTATION AND PUBLIC WORKS  
SUBJECT: APPROVAL AND ISSUANCE OF A PURCHASE ORDER FOR  
THE PURCHASE OF ONE (1) VAC-CON 1100 XCAVATOR

AGENDA ACTION: MOTION

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RECOMMENDATION

The Transportation and Public Works Department recommends that the Council, by motion, approve a Purchase Order to purchase one (1) Vac-Con 1100 Xcavator machine from Vac-Con, Inc., of Deerfield, Illinois, utilizing cooperative purchasing through the Sourcewell Cooperative Contract 101221-VAC for a total not to exceed amount of \$682,634.73, and authorizes the Purchasing Agent to execute the Purchase Order. This item has no impact on current fiscal year budget.

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EXECUTIVE SUMMARY

The Purchasing Division of the Finance Department will receive Purchase Requisition R171525 from the Transportation and Public Works (TPW) Department for the purchase of one (1) Vac-Con 1100 Xcavator utilizing Sourcewell Cooperative contract 101221-VAC.

GOAL

This item relates to the Council Goal #1 - Achieve and Maintain Budgeting Excellence and Fiscal Stability by replacing vehicles at the end of their cost-effective life cycle and a Core service providing the required equipment for operational needs.

BACKGROUND/PRIOR COUNCIL REVIEW

Under the City's guidelines for fleet asset replacement, the TPW Fleet Maintenance Division selects an asset for replacement when it has reached the end of its cost-effective life cycle or is no longer suitable for the required work. These assets have met the replacement criteria using a 15-point replacement program, an industry-standard method for predicting when to sell an asset. Repair costs, age, and utilization are considered in the point calculation performed by our Faster Fleet software system. Two

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existing assets are being replaced with a single asset better suited to the work being performed. This asset is used in the Regional Division of the Santa Rosa Water Department to manage wastewater processing.

Assets eligible for Replacement:

Asset #	Description	LTD Maintenance costs
27503A	2005 John Deere 544J	\$109,979
27703A	2007 John Deere 544JPL	\$64,184

ANALYSIS

Sourcwell is a Cooperative Purchasing Program that streamlines the procurement process by developing Requests for Proposals (RFPs) and Invitations for Bids (IFBs) for national, competitive solicitations. Awarded contracts are available for use by government and education entities. The City of Santa Rosa is member ID #79480 of the Sourcwell Cooperative.

Santa Rosa City Code Section 3-08.160 allows cooperative purchases when advantageous to the City. Based on the pricing the City obtains under the Sourcwell 101221-VAC agreement and the specialized nature of the equipment to be purchased, TPW staff consider it advantageous to the City to use the cooperative agreement to purchase and upfit this equipment.

The Purchase Order will reference the City Purchase Order Terms and Conditions. The vendor, Vac-Con, Inc., will accept the Terms and Conditions.

FISCAL IMPACT

This item has no impact on the Fiscal Year 2025-2026 budget; current budgets within GL 300106 Equipment Replacement will meet the requirement for appropriations as previously approved by Council. Approval of this action does not have a direct impact to the General Fund.

ENVIRONMENTAL IMPACT

The recommended action is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301 (Class 1 – Existing Facilities) because it involves the replacement of existing equipment used for ongoing municipal operations with no expansion of use beyond that existing at the time of the determination. In the alternative, the action is exempt pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Attachment 1 – Sourcewell Contract 101221-VAC
- Attachment 2 – Sourcewell Contract Extension
- Attachment 3 – Vendor Pricing

PRESENTER(S)

Zac Brand – Fleet Superintendent, Transportation and Public Works