

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: JEREMY GUNDY, DEPUTY DIRECTOR
TRANSPORTATION AND PUBLIC WORKS
SUBJECT: APPROVAL AND ISSUANCE OF A PURCHASE ORDER FOR
ONE WEST-MARK 3-AXLE POTABLE WATER TANK TRUCK
UTILIZING THE PRICING FROM THE SOURCEWELL
COOPERATIVE AGREEMENT NUMBER 060920-CER WITH
CERTIFIED STAINLESS SERVICE, INC. DBA WEST-MARK

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Transportation and Public Works and Finance Departments that the Council, by resolution, approve the issuance of a Purchase Order for the purchase of one (1) West-Mark 3-Axle Potable Water Tank Truck utilizing the pricing from the Sourcewell Cooperative Agreement Number 060920-CER with Certified Stainless Service, Inc. dba West-Mark, Ceres, California, for a total amount not to exceed \$243,149.02.

EXECUTIVE SUMMARY

Purchasing has received Purchase Requisition Number R164811 from the Transportation and Public Works (TPW) Department for the purchase of one (1) West-Mark 3-Axle Potable Water Tank Truck utilizing the pricing from the Sourcewell Cooperative Agreement Number 060920-CER.

BACKGROUND

Under the City's guidelines for the replacement of fleet assets, the TPW Fleet Maintenance Division selects an asset for replacement when it has reached the end of its cost-effective life cycle. These assets have met the replacement criteria using a 15-point replacement program, an industry standard to predict when best to sell an asset. Repair costs, age, and utilization are considered in the point calculation performed by our Faster Fleet software system.

This truck will allow Santa Rosa Water to provide a back-up water supply to businesses and health sensitive residents that need to temporarily disconnect from their regular

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water service. The truck will allow Santa Rosa Water to provide a temporary drinking water supply to impacted residents and businesses when the drinking water system is shut down for repair, tie-in for new development, capital improvement, or unexpected water main break. Having this vehicle ready and available at all times allows Santa Rosa Water to maintain their designation as a California Health and Safety Code (H&SC) Section 111120 compliant water hauler.

The purchase of this vehicle will replace City assets #20326 and #46102 used by the Water Department.

PRIOR CITY COUNCIL REVIEW

Not applicable.

ANALYSIS

The price schedule through the Sourcewell Cooperative Contract 060920-CER provides a 24% discount savings off the MSRP list price. Certified Stainless Service, Inc. dba West-Mark is the Sourcewell-authorized vendor to access the awarded contract.

Santa Rosa City Code Section 3-08.160 allows for cooperative purchases when advantageous to the City. Based on the pricing the City obtains under the Sourcewell solicitations and the specialized nature of the equipment for purchase, TPW and Purchasing staff consider it advantageous to the City to use the cooperative purchase.

Sourcewell Cooperative purchasing is "Procurement conducted by, or on behalf of, one or more Public Procurement Units" as defined by the American Bar Association Model Procurement Code for State and Local Governments. All contracts are subject to periodic business reviews throughout the contract term to ensure compliance.

Sourcewell is authorized to establish competitively awarded cooperative purchasing contracts on behalf of itself and its member agencies. Sourcewell follows the competitive contracting law process to solicit, evaluate, and award cooperative purchasing contracts for goods and services. Sourcewell exclusive contracts are offered to its members with one nationally leveraged volume purchasing discount that agencies may not obtain through a single competitive process. Agency members obtain volume discount pricing and additional cost savings by eliminating the need for a competitive process.

Upon approval by Council, a Purchase Order will be issued for the equipment in the amount identified above. The Purchase Order will reference the City Purchase Order Terms and Conditions, Sourcewell Contract, and the quote provided by National Auto Fleet Group. The total cost includes document processing fees, tire recycle fees, sales tax, standard warranty, and delivery.

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FISCAL IMPACT

Funds for this operational expense have been allocated in the FY 2023-24 budget under the Transportation and Public Works Department - E & R Replacement - Key 300106-5584. Approval of this action does not have a fiscal impact on the General Fund.

ENVIRONMENTAL IMPACT

The Council finds that the proposed action is exempt from the provisions of the California Environmental Quality Act (CEQA) under sections 15061(b)(3) and 15378 in that there is no possibility that the implementation of this action may have significant effects on the environment, and that no further environmental review is required.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable

NOTIFICATION

Not applicable

ATTACHMENTS

- Resolution / Exhibit A – West-Mark Proposal

PRESENTERS

Jeremy Gundy, Deputy Director Transportation and Public Works
Brandalyn Tramel, Purchasing Agent