

Staff Report

for the Special Administrative Practices Committee Meeting of March 16, 2020

TO: Administrative Practices Committee

FROM: Jacqueline Longshore, Maintenance Manager *JL*

DATE: March 13, 2020

SUBJECT: Purchase of Truck and Transfer Trailer

MAINTENANCE

RECOMMENDATION:

Approve the purchase of the International HX620 6x4 10-yard truck with Reliance dump body and transfer trailer in the amount of \$233,172.78, approve a budget amendment to the 2020 Maintenance Budget, and authorize the General Manager to execute the appropriate documents.

BACKGROUND:

The Maintenance Department has budgeted for a new transfer trailer and a new 10-yard dump truck to replace a District-owned 10-yard dump truck (2000 Freightliner) that is nearing the upgrade due date set by the California Air Resources Board (CARB) to comply with regulatory clean air standards. Based on the CARB upgrade schedule, the District's 2000 Freightliner 10-yard dump truck is due for replacement by January 1, 2021.

Purchase of the new transfer trailer and a new 10-yard dump truck will support District efforts to comply with regulatory clean air standards and continue the immediate availability of vital pieces of equipment used by the Maintenance Department in repair and maintenance of District infrastructure. The purchase of the new 10-yard dump truck will also support efforts to maximize the auction values returned to the District by auctioning the 2000 Freightliner before the CARB upgrade scheduled due date.

A request for Quotation (RFQ) was developed and sent to suppliers for quotation. Four quotations were received by the February 28, 2020, due date. The following table provides a summary of the quotations.

Supplier Name	Total Bid
Norcal Kenworth	\$237,390.35
Reliance Trailers	No Bid
Riverview International Trucks	\$233,172.78
Sacramento Truck Center	\$242,189.77
Western Truck Parts and Equipment	\$235,618.50

Staff reviewed the quotation for accuracy and recommends awarding the contract to Riverview International Trucks in the amount of \$233,172.78 for the purchase of an International HX620 6x4 10-yard truck with Reliance dump body and transfer trailer.

Purchase of the International HX620 6x4 10-yard truck with Reliance dump body and transfer trailer is in alignment with Goal Numbers 1 and 4 of the District's Strategic Plan through proactive management of physical resources and by using practices that enhance efficiency and reliability.

BUDGETARY IMPACT:

No impact to reserves. The 2020 Maintenance Budget includes \$179,783 in 10191-52902 for the purchase of a 10-yard dump truck. The 2020 Maintenance Budget also includes \$70,124 in 10191-52904 for the purchase of a transfer trailer. With a budget transfer of \$55,000 from 10191-52904 (Equipment Purchases) to 10191-52902 (Vehicle Purchases), \$233,173 would be available in 10191-52902 for purchase of the International HX620 6x4 10-yard truck with Reliance dump body and transfer trailer.

JSL

Attachments (1):

- Budget Amendment Request



**NEVADA IRRIGATION DISTRICT
BUDGET AMENDMENT REQUEST**

Request Number

Req. No BA 2020 - 140

Date: 3/13/2020
 To: Remleh Scherzinger, General Manager
 From: Jacqueline Longshore, Maintenance Manager

Initial JT

Budget Transfer: Enter Operating/Capital Expenditure or Revenue line items.

Department	Object / Account	Increase/(Decrease)
10191 Maintenance	52902 Vehicle Purchases	\$ 55,000
10191 Maintenance	52904 Equipment Purchases	\$ (55,000)

Budget Increase/(Decrease): Enter Operating/Capital Expenditure or Revenue line

Department	Object / Account	Increase/(Decrease)

Division Fund	Funding Account	Increase/(Decrease)

Explanation: Enter narrative explaining reason for amendment.

Increase vehicle purchase account for purchase of new 10-yard truck with Reliance dump body and transfer trailer. There is \$0 impact to reserves.

APPROVALS:

	<u>Date</u>	<u>Signature</u>	<u>AGM/FM Initials</u>	<u>Approved/Denied</u>
Level I:				
Level II:				
Level III:				