



Meeting Date: 7/18/18
Agenda Item: # _____

Mission Statement

To provide our growing dynamic community excellent municipal services to make Fernley a great place to live, work, and play.

Together, we enhance the desirability, safety, friendliness, aesthetics and quality of life in our city.

FERNLEY CITY COUNCIL MEETING - STAFF REPORT

REPORT TO: Mayor & City Council

REPORT FROM: Barry Williams, Deputy Public Works Director

REPORT THRU: Daphne Hooper, City Manager

REVIEWED BY: Brandi Jensen, City Attorney

REVIEWED BY: Denise Lewis, Finance Director

AGENDA ITEM: Possible Action to purchase one (1) 3/4-ton, crew cab, 4wd pickup truck from Jones West Ford for the City of Fernley's Fleet Department in an amount not to exceed \$30,627 plus a five (5) percent contingency of \$1531.35.

ACTION REQUESTED: Consent Ordinance Resolution Motion Receive/File

RECOMMENDED ACTION BY CITY COUNCIL

Staff recommends the following action: "I move to approve the purchase of (1) ¾ pickup truck for the City of Fernley Fleet Department in an amount not to exceed \$30,627 plus a five (5) percent contingency of \$1531.35".

Key Points:

1. This is to purchase a new pickup truck for Fleet Department.
2. It was budgeted as part of the FY 18/19 Capital Outlay.
3. The total cost to purchase the vehicle is \$30,627 plus a five (5) percent contingency of \$1531.35.
4. The budget for this purchase is \$37,500.
5. The quote is from the State of Nevada purchasing list.
6. If approved this vehicle will replace a truck that has been in service for 19 years and has over 100,000 miles on the odometer.

POLICY REFERENCE

Nevada Statutes: NRS 332.039, NRS 332.195
Fernley Municipal Code: N/A
Policies & Procedure Manual: N/A
Community Assessment: N/A
Other: Capital Outlay Request FY 18/19

SUPPORTING INFORMATION

The Fleet Department requested a new pickup truck during the FY 18/19 budget process. Council approved the purchase along with the FY 18/19 budget. The purchase of this truck will replace a vehicle assigned to the Fleet Department that has been in service for more than 19 years and is beyond the service miles recommended for replacement and has been recommended for replacement per the City of Fernley Fleet Management Program (FMP) Policy, Table 4.1 Appendix 8, Replacement Standard.

Staff obtained quotes for a new truck through the State’s Purchasing list. This list is updated on an annual basis. The standard base costs for the truck with crew cab are as follows:

- 1. Ford
- 2. N/A

Jones West Ford is the lowest and only actual bidder that meets required specifications for the purchase.

FINANCIAL INFORMATION

FISCAL IMPACT:

- 1. Is There a Fiscal Impact? Yes
- 2. Is it Currently Budgeted? Yes
- 3. If Budgeted, Which Line Item/Account?
520-165-300, 510-165-300, 100-475-741,
100-575-741

FISCAL SYNOPSIS:
This truck was approved for purchase as part of the FY 18/19 Capital budget. Staff anticipates long term cost savings due to reduced maintenance and repair requirements.

BACKGROUND INFORMATION

Every fiscal year, the State accepts bids from dealerships around Nevada for assorted makes and models of work trucks and cars for purchase by local government agencies. Using the results of the State’s competitive bid process is standard practice for municipalities because its saves time and money. The municipality does not have to assemble bid documents, advertise, and rank bidders in order to make a purchase.

Jones West Ford is currently holding a truck for the City of Fernley. This truck is available under the State of Nevada's purchasing contract. If we elect to not purchase this truck we will have to wait for the bid results for the new State purchasing contract, or, City Staff will have to assemble bid specifications, advertise for bids and then rank and award the winning bid. Neither is guaranteed to lower the current price of the vehicle.

PRIOR COUNCIL ACTION/REVIEW

May 21, 2018, Discussion and possible action to staff regarding fiscal year 2018/2019 proposed budget including but not limited to; all funds and departments, budget process, timelines, existing budget, assessment and goals for next year, Motion passed.

ATTACHED INFORMATION

- 1) Ford Standard Price from State of Nevada Purchasing List.
- 2) Capital Improvement Project Detail Sheet.