



Midpeninsula Regional
Open Space District

R-20-86
Meeting 20-19
August 26, 2020

AGENDA ITEM 5

AGENDA ITEM

Purchase of Capital Equipment for Fiscal Year 2020-21

GENERAL MANAGER'S RECOMMENDATIONS

Authorize the General Manager to execute a purchase contract with the California Department of General Services and associated contract dealers for two replacement patrol vehicles and one replacement mini excavator, for a total cost not-to-exceed \$110,000.

SUMMARY

Annually, Midpeninsula Regional Open Space District (District) purchases vehicles, machinery, and equipment to support project and service delivery work that furthers the District's mission. Vehicles and machinery are purchased through an existing contract with the California Department of General Services (DGS) at significant cost savings. Proposed purchases for Fiscal Year 2020-21 (FY21) are either replacement vehicles or replacement equipment.

DISCUSSION

Each year, the District purchases vehicles, machinery, and equipment to support project and service delivery work performed by administrative, maintenance, and patrol staff. Vehicles and machinery are purchased through an existing cooperative purchasing contract with DGS. As set forth in Board Policy 3.03, *Public Contract Bidding, Vendor, and Professional Consultant Selection, and Purchasing Policy*, cooperative purchasing on pricing obtained by another public agency through the competitive bidding process provides the opportunity to realize significant cost savings. The vehicles and equipment proposed for purchase in FY21 will replace two vehicles and one piece of equipment that have reached replacement guidelines per Attachment 1.

The Fleet Replacement Guidelines (Attachment 1) were last updated in March 2019 to increase the mileage threshold for asset retirement. Different mileage and age standards are used for field versus administrative vehicles recognizing that travel on preserve fire roads puts significantly more wear and tear on field vehicles and higher standards of reliability are required for emergency response vehicles. The vehicles and equipment proposed for replacement in FY21 have been evaluated based on these guidelines, as well as vehicle condition and repair history.

If vehicles and equipment are not available through the DGS contracts, staff will attempt to purchase using contracts from other approved cooperative purchasing agreements. If no contracts are available that meet District needs, staff will return to the Board for authorization to solicit bids directly from the dealer(s).

Electric Trucks

Staff continue to monitor the development of electrically powered trucks as an alternative to diesel-powered vehicles. Regulations are due to take effect in 2024 that will mandate truck manufacturers to transition 5% of heavier (Class 7 & 8) vehicles sales from diesel to electric power. In subsequent years, after 2024, the percentage of required sales would increase by up to 40% by 2032.

Ford, Tesla, and other manufacturers are currently working on prototypes for lighter (Class 1 – 3) electric trucks (for comparison, District F350 trucks are classified as Class 3). Their immediate focus is on vehicles designed for urban start/stop driving, such as delivery vehicles. Challenges being addressed include the availability of charging stations and vehicle range. Staff will continue to monitor the development of this technology and incorporate lower emissions vehicles into the fleet as they become available and suitable for the open space work environment.

Replacement Vehicles Proposed for Purchase:

Two patrol vehicles have reached the end of their useful lives.

- One patrol vehicle (P85) is 13 years old, with a mileage of 93,956 as of July 2020.
- The second patrol vehicle (P95) is nine years old, with a mileage of 100,109 as of July 2020.

Typically, the District auctions off vehicles when they have reached the replacement guidelines. Given the current COVID-19 pandemic and requirements for social distancing, staff will retain these vehicles for maintenance staff to facilitate reduced numbers of staff carpooling to job sites. This is expected to be a short-term solution lasting until the current crisis has abated.

Replacement Equipment Proposed for Purchase:

One mini-excavator (M14) is 19 years old and has reached the end of its service life (see Attachment 2 for image). The mini excavator is a very versatile and useful tool for constructing and maintaining single track trails and accessing other narrow and difficult areas.

The tables below breakdown the estimated costs by vehicle and equipment. Costs include tools and equipment installed by the manufacturers to outfit the vehicles, which can vary depending upon the function of each vehicle.

Vehicle	Type	Cost	Quantity	Total
Ford F350 pickup or similar	Replacement Patrol Vehicle	\$55,000	1	\$55,000
Ford F350 pickup or similar	Replacement Patrol Vehicle	\$55,000	1	\$55,000
<i>Vehicle Subtotal</i>				<i>\$110,000</i>

Equipment	Type	Cost	Quantity	Total
Mini-Excavator	Replacement Maintenance Equipment	\$40,000	1	\$40,000
<i>Equipment Subtotal</i>				<i>\$40,000</i>
Grand Total				\$150,000

FISCAL IMPACT

The FY21 Budget includes \$223,420 for District vehicles and \$40,000 for field machinery, for a total budget of \$263,420. The anticipated FY21 total cost for the replacement vehicles and equipment is \$150,000. There are sufficient funds in the Budget to cover these recommended expenditures.

As a reminder, the Board authorized the purchase of three maintenance vehicles in FY20 totaling \$217,200 (R-19-91). These vehicles have been ordered, but delivery was delayed due to impacts from the shelter-in-place orders. To date, two of those vehicles have been delivered, and the third is still pending delivery. As a result, the delivery and final payment for these purchases is occurring in FY21. Payment for one vehicle was made in July, and the remaining two will be included in future claims reports for Board ratification. The cost of these vehicles are proposed to be covered by an assigned fund balance transfer as detailed in a separate Agenda Item for Assign Fund Balance Transfers that is before the Board at this same meeting of August 26, 2020 (R-20-85).

Recommended FY21 Purchases	FY21 Proposed Budget Expenses
Mini-excavator (replacement)	40,000
Patrol vehicle (replacement)	55,000
Patrol vehicle (replacement)	55,000
FY21 Total	150,000

FY20 Carryover Vehicles (previously approved)	Budget Expense
Maintenance vehicle (additional)	89,700
Maintenance vehicle (additional)	89,250
Maintenance vehicle (additional)	38,250
FY20 Total Carryover	217,200

The recommended action is not funded by Measure AA.

BOARD COMMITTEE REVIEW

There was no Committee review for this agenda item.

PUBLIC NOTICE

Public notice was provided as required by the Brown Act. No additional notice is required.

CEQA COMPLIANCE

No environmental review is required, as the recommended action is not a project under the California Environmental Quality Act (CEQA).

NEXT STEPS

If approved by the Board, staff will prepare purchase orders for the vehicles and equipment utilizing the State of California Department of General Services contracts or other approved cooperative procurement contracts.

Attachments

1. Fleet Replacement Guidelines
2. Equipment Image

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Midpeninsula Regional Open Space District

Fleet Replacement Guidelines

March 11, 2019

FLEET REPLACEMENT GUIDELINES

The following serve as general guidelines for replacing vehicles and equipment based on usage, operating costs, and down time. Adjustments in time or miles will be made to replacement criteria for individual units as conditions warrant.

PATROL (CODE 3) VEHICLES	7–10 years and/or 90–100,000 miles
MAINTENANCE TRUCKS	10–15 years and/or 95–110,000 miles
ADMIN VEHICLES	20 years and/or 110–130,000 miles
EQUIPMENT TRANSPORT TRAILERS	15–20 years
TRACTORS/EXCAVATORS	15 years and 5,000 hours
FIRE APPARATUS	15 years
Slip-On Pumper Units	

As part of proposed purchases, District staff carefully consider the fuel consumption of new and replacement vehicles. Examples of vehicles purchased with fuel consumption in mind include: 1) plug-in hybrids for the administrative office, 2) smaller Ford F150 trucks for seasonal ranger aides, 3) smaller Ford F150s (without fire pumps) to replace large F350s (with fire pumps) in the ranger pool, and 4) diesel trucks for field offices (in 2018, the District replaced conventional diesel with renewable diesel in the field office fuel tank stations).

An evaluation of the Fire Program may recommend removing pumpers from most patrol trucks and purchasing more effective patrol rigs for fire suppression. Electric vehicles, from standard sedans to electric motorcycles and ATVs, continue to be evaluated and as their technology improves, staff may recommend additional electric vehicle purchases in the future. The need for four-wheel drive and specialty vehicles limits the ability to entirely green the fleet at this time. Staff continues to monitor advances in technology to meet off-road vehicle needs.

In addition to fuel consumption, options to reduce expenditures and utilize the full life of vehicles are considered for the District's fleet. Maximizing lifespan is evaluated with maintenance cost, safety issues, fuel consumption, and reliability in mind to ensure that a subsequent sale of retired vehicles and the purchase of new vehicles remains cost effective. Currently, the District relies on the approved replacement guidelines and also evaluates individual vehicles for use beyond the mileage and age guidelines. For example, retired Visitor Services SUVs are evaluated for reuse at the administrative office if additional four-wheel drive vehicles are needed. Currently, one retired patrol vehicle, a Ford Expedition, is being used in this capacity. Mileage and age guidelines are expected to continuously be adjusted as the longevity of vehicles improves over time.

Mini Excavator

