



STAFF REPORT – CITY COUNCIL MEETING

September 06, 2023

TO: Honorable Mayor and City Council Members

FROM: Emily Sinkhorn, Director of Environmental Services

PREPARER: Brigitte Price, Administrative Specialist

DATE: August 29, 2023

TITLE: **Approve the Purchase of Two Ford F250 Pickup Trucks (\$121,592.66, Including Tax and Freight) and Award Purchase Contract to Harper Motors; and Authorize the City Manager to Execute All Applicable Documents.**

RECOMMENDATION:

It is recommended that the Council:

- 1) Approve the purchase of two Ford F250 pickup trucks (\$121,592.66, including tax and freight) and award purchase contract to Harper Motors;
- 2) Authorize the City Manager to execute all applicable documents.

INTRODUCTION:

The FY 2023/2024 budget for the Central Garage Fund prioritizes an investment in vehicle and heavy equipment replacements to ensure continuity of services throughout the City's departments. The Central Garage budget includes purchases of two pickup trucks for the Parks Department to replacing aging vehicles needed for service of our City parks. Purchase of these vehicles are within the vehicle replacement budget for fiscal year 2023/24.

BACKGROUND/DISCUSSION:

The FY 2023-24 budget for the Central Garage Fund prioritizes accumulated reserves to fund much needed replacement vehicles and heavy equipment. Additionally, the City is restoring funding levels to rebuild the replacement cost reserves for future vehicle and equipment purchases. This vehicle purchase request is the third of several planned for FY 2023-24 to ensure we are replacing aging equipment and fleet vehicles and can ensure continuity of essential services throughout the community.

As per the City of Arcata Municipal Code, the City shall have the authority to join with other units of government in cooperative purchasing. If a local vendor can match or beat the Cooperative Purchasing Contract, then an award may be made to the local vendor. The City sought a quote through Sourcewell cooperative purchasing agreement #091521-NAF with National Auto Fleet Group, which provided a quote of \$61,776.15 per vehicle. The City also sought a quote from local dealers to identify if a local dealer could match or offer a lower price than the Sourcewell quote for the Ford F250 pickups. It was confirmed that the quote from local dealer Harper Motors is below the

price offered through the Sourcewell contract, at just \$60,796.33 per vehicle. It is recommended that the purchase of the two Ford F250 pickup trucks be awarded to Harper Motors.

The City continues to seek opportunities for replacing fleet vehicles with electric vehicles; however, high demand for and little supply of electric pickup trucks and medium duty vehicles make it extremely challenging to procure these vehicles within even two years of a purchase request. Two years ago, the City Council approved the purchase of a Ford Lightning Electric Pickup Truck; however, the dealer never received their shipment from the manufacturer and suggested the City choose another vehicle. City staff are participating in regional efforts with the Redwood Coast Energy Authority to work towards fuel switching of heavy and medium duty fleet vehicles. Staff will continue to research opportunities to continue to shift our fleet to electric and hybrid options. Hybrid options are currently not available to meet the medium duty needs of the Parks division.

BUDGET/FISCAL IMPACT:

These vehicle purchase costs were budgeted within the Vehicle Maintenance activity (#57) for fiscal year 2023/24. The total cost for the F250 trucks is \$121,592.66 and is available in the Vehicle Capital account 771-50-57-57900 New/Used Vehicles.

ATTACHMENTS:

Ford 2024 F250 Parks Truck Quote (PDF)