

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: January 9, 2023
Item No.: 10.c

Department Approval

Michelle Dietrick

City Manager Approval

Sam J. Truog

Item Description: Approve General Purchases Exceeding \$10,000 or Sale of Surplus Items

BACKGROUND

City Code section 103.05 establishes the requirement that all general purchases or contracts in excess of \$10,000 be separately approved by the City Council, independent of the budget process or other statutory purchasing requirements. In addition, State Statutes generally require the Council to authorize the sale of surplus vehicles and equipment. *Attachment A-1* includes a list of items submitted for Council review and approval.

Staff will note that unless noted otherwise, all items contained in this report were previously identified and included in the adopted budget or Capital Improvement Plan (CIP) submitted for Council review during the most recent budget cycle. This information package included a CIP Project/Initiative summary which identified the type of purchase, estimated cost, funding source, and other supporting narrative. Where applicable, these project/initiative summaries are included with *Attachment A-2*.

POLICY OBJECTIVE

Required under City Code 103.05.

BUDGET IMPLICATIONS

Funding for all items is provided for in the current budget or through pre-funded capital replacement funds.

RACIAL EQUITY IMPACT SUMMARY

N/A

STAFF RECOMMENDATION

Staff recommends the City Council approve the submitted purchases or contracts for service and where applicable; authorize the sale/trade-in of surplus items.

REQUESTED COUNCIL ACTION

Motion to approve the submitted purchases or contracts for services and where applicable; the sale/trade-in of surplus items.

Prepared by: Joshua Kent, Assistant Finance Director
 Attachments: A1: Over \$10,000 Items for Purchase or Sale/Trade-in
 A2: CIP Project/Initiative summary (if applicable)

General Purchases or Contracts

Division	Vendor	Description	Key	Budget Amount	P.O. Amount	Budget / CIP
Parks & Recreation	Cushman Motor Company	Holder Tractor Sidewalk Machine & Attachments	(a)	\$ 165,000	\$ 190,262	2023 CIP
Parks & Recreation	MTI	(2) Toro 4000-D Groundsmasters with Components	(b)	\$ 160,000	\$ 178,964	2023 CIP
Public Works (Storm Fund)	Macqueen Equipment	2023 Elgin Crosswind1 Regenerative Street Sweeper	(c)	\$ 300,000	\$ 315,404	2023 CIP
Public Works (Water Fund, Sewer Fund, Storm Fund)	AE2s	Telemetry Master PLC Replacement	(d)	\$ 100,000	* \$ 32,035	2023 CIP
Public Works (Water Fund)	AE2s	Water Tower Backup Pressure Monitoring	(e)	\$ 100,000	\$ 14,980	2023 CIP

Key

(a) This project is to replace #518 a Holder Snow Removal Machine. These machines are necessary to plow sidewalks and pathways. The heavy use of these machines during the winter months in our plowing operation leads to breakdowns and failures as they age. This machine has begun to show significant signs of wear and tear and is essential to our snow removal operation. The current machine will be traded in to offset the deficit of the budgeted amount and actual cost of the new machine. The trade in value is projected to be roughly \$30,000.

(b) This project is to replace #509 and #513 which are Toro 4000 mowers. These mowers are essential to our mowing operation. These mowers run non-stop during the growing season. The mowers are both 10 years old and showing signs of the end of their useful life. The current mowers will be traded in to offsetting some of the cost for a projected amount of \$10,500 each. If ordered now, we hope to have the new machines delivered prior to the end of the summer of 2023.

(c) This project is to replace the 2011 Elgin Crosswind Regenerative Street Sweeper with the 2023 Elgin Crosswind Street Sweeper. It is ergonomically designed to improve ventilation and visibility for safety. This is the price off of the Minnesota State Bid Contract. The intention is to sell/trade the 2011 Street Sweeper to make up for the difference between actual price of the 2023 Street Sweeper and the budget amount.

(d) PLC replacement upgrades update the master controller used to control all SCADA infrastructure. This upgrade will bring this up to the latest technology. It would be funded from multiple funds including the Water Fund, Sewer Fund, and the Storm Fund.

(e) The water tower pressure monitoring provides additional redundancy to monitor the water tower. This will replace a failed sensor. This project would be completed in conjunction with the water tower painting project as it can only be done when the water tower is out of service later this spring 2023.

Sale of Surplus Vehicles or Equipment

Division	Description	Key	Est. Sale / Trade-In Amount
Parks & Recreation	Trade/Sale of #518 Holder Snow Removal Machine	(a)	\$ 30,000
Parks & Recreation	Trade/Sale of #509 and #513 Toro 4000 Mowers	(b)	\$ 21,000
Public Works (Storm Fund)	Trade/Sale of 2011 Elgin Crosswind Regenerative Street Sweeper	(c)	\$ 15,000



Memo

To: Michelle Pietrick, Finance Director
From: Jesse Freihammer, Public Works Director
Date: January 4, 2023
Re: 2023 SCADA Upgrades

There are two SCADA [project upgrades that are planned for 2023 as follows;

- Telemetry Master PLC Replacement - \$32,035.00
 - The PLC replacement upgrades updates the master controller used to control all SCADA infrastructure. The upgrade will bring this us to the latest technology.
 - This would be funded from the following CIP's
 - \$4,368.41 from the water fund of which there is \$100,000 in the CIP.
 - \$17,473.64 from the sewer fund of which there is \$100,000 in the CIP.
 - \$10,192.95 from the storm fund of which there is \$600,000 in the CIP.
- Water Tower Backup Pressure Monitoring - \$14,980.00
 - The water tower pressure monitoring provides additional redundancy to monitor the water tower. This will replace a failed sensor. This project would be completed in conjunction with the water tower painting project as it can only be done when the water tower is out of service later this spring.
 - This would be funded by the water fund of which there is \$100,000 in the CIP.

These two projects total \$47,015.00. Both projects would be done by AE2s who is the City's consultant used for all SCADA projects. Both projects are needed to keep the City's SCADA system operational which in turn keeps the water system operational.

2023 Capital Improvement Plan

Project/Initiative Summary

Department/Division: **Parks & Recreation**
Project/Initiative Title: #518 Holder Snow Machine
Budget: \$165,000
Funding Source: Parks & Rec Vehicle & Equip Fund (*property tax*)
Annual Operating Budget Impact: [Enter amount here (if applicable)]

Project/Initiative Description:

This project is to replace #518 a Holder Snow Removal Machine. These machines are necessary to plow sidewalks and pathways. The heavy use on these machines during the winter months in our plowing operation leads to breakdowns and failures as they age. This machine has begun to show significant signs of wear and tear and is essential to our snow removal operation. The current machine will be traded in to offset the cost.

Location:

1140 Woodhill Drive

City of Roseville
Public Works Department

Memo

To: Michelle Pietrick, Finance Director

From: Steve Zweber

CC: Jesse Freihammer, Public Works Director

Date: 1/4/2023

Re: Purchase Justification 2023 Elgin Crosswind1 Regenerative Street Sweeper

JUSTIFICATION

Our 2011 two engine Elgin Crosswind Regenerative Street Sweeper is at its optimal age and condition to maximize its sale value at its lowest life-cycle cost.

2023 Elgin Crosswind1 one engine Regenerative Street Sweeper is Tier 4 compliant. It is ergonomically designed with improved ventilation and visibility for safety. Minnesota State Bid Contract # 190619 price \$315,404.00

\$300,000.00 has been budgeted in 2023 Storm Utility CIP.

SALE

Request to list/sell /trade existing 2011 Elgin Crosswind Regenerative Street Sweeper to get maximum value. City staff estimates they will get \$15,000-\$30,000 for the sale.

Total Amount Requested \$315,404.00

Will post existing broom for sale upon projected delivery December 2023

2023 Capital Improvement Plan

Project/Initiative Summary

Department/Division: **Parks & Recreation**
Project/Initiative Title: #509 and #513 Toro 4000 Mowers
Budget: \$80,000 each (\$160,000 total).
Funding Source: Parks & Rec Vehicle & Equip Fund (*property tax*)
Annual Operating Budget Impact:

Project/Initiative Description:

This project is to replace #509 and #513 which are Toro 4000 mowers. These mowers are essential to our mowing operation. These mowers run non-stop during the growing season. The mowers are both 10 years old and showing signs of the end of their useful life. The current mowers will be traded in to offsetting some of the cost. If ordered now, we hope to have the new machines delivered prior to the end of the summer.

Location:

1140 Woodhill Drive