

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 10, 2023
Item No.: 10.b

Department Approval

Michelle Litrick

City Manager Approval

Alvina D.

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
Public Works (Storm Drainage)	Meyer Contracting, Inc.	Willow Pond Outlet Maintenance	(a)	\$ 450,000	\$ 59,743	2023 CIP
Public Works (Streets)	Compass Minerals	Road Salt per MN State Bid Contract	(b)	\$ 223,159	\$ 114,264	2023 Budget
Public Works (Streets)	North Country GM	2024 GMC Sierra 2500 4x4 Regular Cab	(c)	\$ 56,000	\$ 45,027	2024 CIP
Public Works (Streets)	North Country GM	2023 Chevrolet 5500 Cab & Chassis 2WD	(d)	\$ 82,900	\$ 55,250	2024 CIP
Public Works (Streets)	Towmaster Truck Equipment	Dump Body/Hydraulics	(e)		\$ 29,549	2024 CIP

Key

- (a) Willow Pond has a large outlet structure that controls the elevation of the pond. This outlet was constructed in 1965 and needs periodic maintenance to maintain the functionality of the structure. This year the iron that holds up the catwalk, and other iron that holds up stop logs needs to be replaced and repainted. Overall the concrete portion of the outlet is in good condition and will only need minor skim coating to patch a few issue areas.
- (b) Annual salt purchase from Minnesota State Bid S-763(5) 2023. Salt contract prices were received reflecting a 16% increase from 2022.
- (c) This truck would replace our current 2012 pickup with lift gate, which is due for replacement. Because of ongoing supply chain issues, build slots have been released for 4th quarter 2023 and projected delivery dates in either 1st or 2nd quarter of 2024. Part of the expense would be offset by selling the current 2012 truck once the new setup is complete.
- (d) The 2023 Chevrolet 5500 Cab & Chassis would replace the current 2012 medium duty dump truck, which is scheduled for replacement in 2024. This purchase would be part of the Minnesota State Contract #195787.
- (d) Because of ongoing supply chain issues, we would secure the a build slot for this truck in 2023, and a projected delivery date of 1st quarter of 2024. A portion of this expense would be offset with the sale of the current 2012 medium duty dump truck to cover any overage of budgeted expense.
- (e) Towmaster would be hired to assemble the dump body, hydraulics, and lights to the 2023 Chevrolet 5500 cab and chassis which the provided explanation is above in "(d)". This is part of the Minnesota State Contract #224094.

**City of Roseville
Public Works Department**

Memo

To: Michelle Pietrick, Finance Director
From: Ryan Johnson, Environmental Manager
CC: Jesse Freihammer, Public Works Director
Date: 7/5/2023
Re: Willow Pond Outlet Maintenance

Staff is requesting authorization to approve a contract with Meyer Contracting, Inc. for maintenance of the Willow Pond Outlet.

Willow Pond has a large outlet structure that controls the elevation of the pond. This outlet was constructed in 1965 and needs periodic maintenance to maintain the functionality of the structure. This year the iron that holds up a catwalk, and other iron that holds up stop logs needs to be replaced and repainted. Overall the concrete portion of the outlet is in good condition and will only need minor skim coating to patch a few issue areas.

Staff requested a quote from five vendors for our Willow Pond Outlet Maintenance and two quotes were submitted:

Contractor	Quote Total
Meyer Contracting, Inc.	\$59,743.40
Bituminous Roadways	\$88,540.00

Even though there were only two quotes for service, staff feels the cost is appropriate based on other projects with similar scopes.

Staff recommends that the Council approve the quote of \$59,743.40 for the Willow Pond Outlet Maintenance to be paid from contract services in the Storm Water Fund.



Public Works Department

Memo

To: Michelle Pietrick, Finance Director
cc: Jesse Freihammer, Public Works Director
From: Steve Zweber, Street Superintendent
Date: 6/29/2023
Re: Salt Purchase

Annual Salt Purchase Minnesota State Bid S-763(5) 2023

2023-2024 Salt Contract prices were received reflecting a 16% increase from 2022.

The 2023 Street Maintenance Operating Supply budget was \$122,400 for winter maintenance material.

Street Maintenance is requesting approval for Compass Minerals 1200ton @ \$95.22 per ton = \$114,264.00



Public Works Department

Memo

To: Jesse Freihammer, Public Works Director

From: Steve Zweber

Date: 6/20/23

Re: Pickup w/lift gate

Our current 2012 Pickup with lift gate is due for replacement.

Supply chain issues and order banks are still affecting this small truck market.

Build slot dates have been released for 4th quarter 2023 and projected delivery dates 1st or 2nd quarter 2024.

\$56,000 is the proposed budgeted in the Public Works/Street 2024 Capital Improvement Plan.

Request approval to purchase 2024 pickup from North Country GM MN State Contract # 199799 for \$45,027.40

Lift gate, toolbox, back rack to follow for \$8,000. Existing truck will be sold once new setup is complete.



Public Works Department

Memo

To: Jesse Freihammer, Public Works Director

From: Steve Zweber

Date: 6/20/23

Re: Medium Duty Truck

Our current 2012 Medium Duty dump body truck is scheduled for replacement in 2024.

Supply chain issues and order banks are still affecting this medium duty truck market.

We have secured a build slot for this truck in 2023. Projected delivery date is late 4th quarter 2023 or early 1st quarter 2024.

2024 Public Works/Streets Capital Improvement Budget has a proposed budgeted \$82,900 for replacement and reinstallation.

Replacement cab and chassis will be a Chevrolet K5500. Dump box/hydraulics would be installed after delivery.

Request approval to purchase a Chevrolet K5500 from North Country GM MN State Contract #195787 for \$55,250

Dump body/hydraulics from Towmaster Truck Equipment MN State Contract # 224094 for \$29,549.00

Sale of existing truck to follow this purchase.