

**ROSEVILLE**  
**REQUEST FOR COUNCIL ACTION**

Date: February 10, 2020  
Item No.: 9.c

Department Approval



City Manager Approval



Item Description: Approve General Purchases or Sale of Surplus Items Exceeding \$5,000

**BACKGROUND**

City Code section 103.05 establishes the requirement that all general purchases or contracts in excess of \$5,000 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*.

*Attachment B* includes a summary-to-date of the CIP purchases for 2020.

**POLICY OBJECTIVE**

Required under City Code 103.05.

**FINANCIAL IMPACTS**

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

**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: Jason Schirmacher, Interim Finance Director  
Attachments: A1: Over \$5,000 Items for Purchase or Sale/Trade-in  
A2: CIP Project/Initiative summary (if applicable)  
B: 2020 CIP Purchase Summary

General Purchases or Contracts

<u>Division</u>	<u>Vendor</u>	<u>Description</u>	<u>Key</u>	<u>Budget</u>	<u>P.O.</u>	<u>Budget /</u>
				<u>Amount</u>	<u>Amount</u>	<u>CIP</u>
Stormwater	ESS Brothers and Sons	Storm Sewer Structure Repair	(a)	\$ 450,000	\$ 49,680	CIP
Public Works	Airgas USA	Wire Feed Welder	(b)	\$ 5,000	\$ 5,085	CIP
Streets	Mansfield Oil Company	2020 Fuel Contract	(c)	\$ 268,900	\$ 250,000	Budget

Key

- (a) Catch basin repair is part of the broader Storm Sewer Replacement/Rehabilitation Program
- (b) 2020 TIG Wire Feed Welder is replacing 2000 MIG Wire Feed Welder- TIG welding is a cleaner weld and will allow us to weld a variety of aluminum and thinner steels.
- (c) Purchased off the State Bid Contract. Budget amount reflects the entire year's supply amount.

Sale of Surplus Vehicles or Equipment

<u>Division</u>	<u>Description</u>	<u>Key</u>	<u>Est. Sale / Trade-In Amount</u>
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2020  
Capital Improvement Plan  
Project / Initiative Summary

Presented to the City Council July 15, 2019

Department/Division: Public Works / Engineering  
Project/Initiative Title: Equipment Replacement  
Total Estimated Cost: \$42,500  
Funding Source: PW Vehicle and Equipment Fund (*Property Taxes*)  
Annual Operating Budget Impact: N/A

Project/Initiative Description:

Continuing with the practice of replacing equipment in a timely manner to reduce maintenance costs and down time and to maximize the trade or resale value of the asset, Public Works is proposing to replace the following:

- 2004 Central Garage Air Compressor (\$7,500)
- 2000 Welder Wire Feed (\$5,000)
- 2010 Trimble R8 GNSS Survey Equipment (\$30,000)

Location:

Central Garage – Maintenance Facility.  
Public Works Maintenance Facility.

**City of Roseville**

2020 Summary of Scheduled CIP Items

	<u>Council Approval</u>	<u>P.O. Amount</u>	<u>Budget Amount</u>	<u>YTD Actual</u>	<u>Difference</u>
<b>Administration</b>					
New HRIS System		\$ -	\$ 25,000	\$ -	\$ 25,000
<b>Finance</b>					
Investment Management Software Upgrade			20,000	-	20,000
<b>Central Services</b>					
Copier & Postage Machine Lease			84,400	-	84,400
<b>Police</b>					
Marked squad cars (5 / yr)	1/6/2020	62,100	99,000	-	99,000
Unmarked vehicles (1 / yr)			24,000	-	24,000
CSO Vehicle			33,950	-	33,950
Radar Units			4,120	-	4,120
Stop Sticks			1,030	-	1,030
Rear Transport Seats			2,705	-	2,705
Control Boxes			4,000	-	4,000
Computer Equipment			7,400	-	7,400
Computer replacements for fleet			150,000	-	150,000
Cell phones/computer devices (A'dd'l officers)			5,645	-	5,645
Printer replacements for fleet			7,210	-	7,210
Non-lethal weapons			6,000	-	6,000
Long gun parts (squads)			3,090	-	3,090
Sidearms (officers)	1/27/2020	15,359	14,800	-	14,800
Tactical gear			2,500	-	2,500
SWAT Bullet Resistant Vests			4,000	-	4,000
Crime scene equipment			3,000	-	3,000
Body Worn Camera Equipment			1,000	-	1,000
Evidence Room			2,575	-	2,575
Defibrillators			1,575	-	1,575
Radio Equipment	1/27/2020	26,511	26,000	-	26,000
Office furniture			2,100	-	2,100
<b>Fire</b>					
Staffed engine replacement			575,000	-	575,000
Exercise room-fitness equipment			15,000	-	15,000
Power equipment			10,000	-	10,000
Personal Protective Equipment			40,000	-	40,000
Portable and mobile radios			20,000	-	20,000
Rescue equipment			32,500	-	32,500
Kitchen appliances			4,500	-	4,500
AV equipment			8,500	-	8,500
<b>Public Works</b>					
#101 F-150 Pickup 2wd			30,000	-	30,000
#112 3-ton dump w/ plow			210,000	-	210,000
Street Signs			10,000	-	10,000
Brine Making System	1/6/2020	17,087	19,500	-	19,500
Eng. Utility Locator			2,000	-	2,000
Eng. Survey equipment	1/6/2020	26,951	30,000	-	30,000
Air compressor			7,500	-	7,500
Welder Wire Feed*	2/10/2020	5,085	5,000	-	5,000
<b>Parks &amp; Recreation</b>					
#506 Ford 3/4-ton (2012)			40,000	-	40,000
#545 John Deere tractor (2007)	1/6/2020	24,754	30,000	-	30,000
#543 Felling trailer (2010)			5,000	-	5,000
#585 Belos snow/sidewalk machine (2010)	1/6/2020	192,754	150,000	-	150,000
Golf: Gas Pump / Tank: Replacement - 1967			10,000	-	10,000
Golf: Greens Mower - 2000			30,000	-	30,000
Golf: Course Safety Netting Replacement 1997			10,000	-	10,000

**City of Roseville**

2020 Summary of Scheduled CIP Items

	<u>Council Approval</u>	<u>P.O. Amount</u>	<u>Budget Amount</u>	<u>YTD Actual</u>	<u>Difference</u>
<b>General Facility Improvements</b>					
Liebert condensing unit (IT Server Room)			60,000	-	60,000
Liebert AHV (IT Server Room)			30,000	-	30,000
Overhead door replacement - CH/PD/Main			20,000	-	20,000
Fuel system tank replacement			215,000	-	215,000
Maintenace Yard Security Gate			25,000	-	25,000
Council: General Audio/Visual			20,000	-	20,000
Gymnastics Center			42,000	-	42,000
Commons: Water Heater- Domestic H2O			10,000	-	10,000
OVAL Refrigeration Plant			1,560,000	-	1,560,000
OVAL Brine Pumping Systems			192,000	-	192,000
OVAL Concrete Refrigeration Rinnk			725,000	-	725,000
OVAL Perimeter Paving/Drainage System			232,000	-	232,000
OVAL Safety Pad and Fence System			450,000	-	450,000
OVAL Renovate Banquet Facility/Rooftops			205,000	-	205,000
OVAL Lobby Mechanical/Banquet Roof (1993)			245,000	-	245,000
OVAL Bathroom Remodel (Upper)			95,000	-	95,000
OVAL: Contingency and Soft costs (35%0			1,296,400	-	1,296,400
Golf: Irrigation system upgrades 1960/1988/1994			20,000	-	20,000
Generator			35,000	-	35,000
Heat pumps (24)			10,000	-	10,000
Exterior Lighting			3,000	-	3,000
Interior Lighting			3,000	-	3,000
<b>Information Technology</b>					
Computers (Notebooks, Desktop)			20,000	-	20,000
Monitor/Display			5,175	-	5,175
Desktop Printers (2)			1,300	-	1,300
Network Printers/Copiers/Scanners (13)			17,000	-	17,000
Network Switches/Routers/Wireless (Roseville)			37,925	-	37,925
Power/UPS - Closets (11)			3,000	-	3,000
Power/UPS - Server Room (1)			75,000	-	75,000
Air Conditioner - Server Room Unit #1			38,000	-	38,000
Surveillance Cameras (58)			7,890	-	7,890
Telephone Routers (Shared - Roseville portion)			5,000	-	5,000
vSAN Hardware (Host, Storage, Backup)			400	-	400
vSAN Software Licensing			5,570	-	5,570
Fiber Network Extensions/Replacements			50,000	-	50,000
<b>Park Improvements</b>					
Playground Areas			675,000	-	675,000
Athletic Fields			90,000	-	90,000
Natural Resources			250,000	-	250,000
PIP/CIP Category			200,000	-	200,000
<b>Street Improvements</b>					
Mill & Overlay			1,200,000	-	1,200,000
<b>Street Lighting</b>					
Misc. pole fixture replacement			25,000	-	25,000
Pedestrian light @ Lexington Central Prk			20,000	-	20,000
Signal Pole Painting (3 every other year)			20,000	-	20,000
<b>Pathways &amp; Parking Lots</b>					
Pathway maintenance			180,000	-	180,000
Acorn 2 east lots			35,000	-	35,000
Acorn west lot			35,000	-	35,000
Central Pk W Victoria(Foundation)			80,000	-	80,000
Nature Center			20,000	-	20,000
<b>License Center</b>					
General office equipment (minor)			1,000	-	1,000
Passport camera			2,000	-	2,000
Office chair replacement			1,200	-	1,200
Security camera replacement			5,000	-	5,000
Bathroom/Kitchen improvements			2,000	-	2,000
Facility Improvements (TBD)			100,000	-	100,000
<b>Community Development</b>					
Inspections Vehicle			26,000	-	26,000
Office Furniture			1,000	-	1,000

**City of Roseville**

2020 Summary of Scheduled CIP Items

	<u>Council Approval</u>	<u>P.O. Amount</u>	<u>Budget Amount</u>	<u>YTD Actual</u>	<u>Difference</u>
<b>MSA Streets</b>					
General MSA Improvements			780,000	-	780,000
Roselawn & Snelling Signal			128,000	-	128,000
<b>Water</b>					
Replace/Upgrade SCADA system (1/3)			52,000	-	52,000
GPS Unit (1/3 share)			7,000	-	7,000
Booster Station Rehabilitation			500,000	-	500,000
Replace Water Tower Fence			30,000	-	30,000
Water main replacement			500,000	-	500,000
<b>Sanitary Sewer</b>					
Replace/Upgrade SCADA system (1/3)			44,000	-	44,000
Computer replacement			5,000	-	5,000
GPS with computer (1/3 share)			7,000	-	7,000
Galtier LS Rehab			500,000	-	500,000
Long Lake Lift Station			35,000	-	35,000
Sewer main repairs			900,000	-	900,000
I & I reduction			30,000	-	30,000
<b>Storm Sewer</b>					
#167 Elgin Sweeper 2006 3-wheel	1/6/2020	230,880	240,000	-	240,000
#171 Tennant 6600 sweeper	1/6/2020	46,596	45,000	-	45,000
#163 Electronic message board			20,000	-	20,000
#168 Wildcat Compost Turner			290,000	-	290,000
GPS Unit (1/3)			7,000	-	7,000
Replace/Upgrade SCADA (1/3)			44,000	-	44,000
Pond improvements/infiltration			350,000	-	350,000
Storm sewer replacement/rehabilitationPMP	2/10/2020	49,680	450,000	-	450,000
Total - All Items			\$15,521,460	\$ -	\$ 15,521,460