

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: March 20, 2023
Item No.: 10.c

Department Approval

Michelle Dietrick

City Manager Approval

Samuel Trudgen

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 (Water)	Premier Truck Holding LTD	7' x 12' Service Trailer	(a) \$	35,000	\$ 28,200	2023 CIP

Key

(a) There is a budget amount of \$35,000 in the Water Capital Fund Budget for the replacement of a 2011 Ford Transit Connect van (Unit #214), which was used to transport our televising equipment. Due to the age and condition Public Works recommends replacing it with a trailer until to transfer the equipment in. The City will dispose of the existing 2011 Ford Transit van and expect to receive \$4,000 at auction.

Sale of Surplus Vehicles or Equipment

Division	Description	Key	Est. Sale / Trade-In Amount
Public Works (Water)	2011 Ford Transit Connect Van (Unit #214)	(a) \$	4,000

Roseville

Public Works Department

Memo

To: Jesse Freihammer, Director of Public Works
From: Ted Fish, Public Works Superintendent - Utilities
Date: 03/02/2023
Re: Televising Trailer

In the 2023 Water Capital Fund Budget, the city has the amount of \$35,000.00 for the replacement of unit #214. A 2011 Ford Transit Connect van which is used to transport our televising equipment. Due to age and condition we recommend replacing it with a trailer unit to install our equipment in.

Staff received two quotes for trailers that would meet our new requirements.

Flexible Pipe Tool Company
22606 186th Avenue, Cold Spring, MN 56320

One (1) 2023 Aries 6' x 10' Enclosed Camera Trailer per MN State Equipment Contract #187482

Cost \$42,926.00

Premier Truck Holdings LTD
9138 Bluffton Road, Fort Wayne, Indiana 46809

One (1) 2021 Mobile Tec Cargo Trailer, Service Trailer, Utility Trailer 7'x 12'

Cost \$28,200.00

Staff would like to move forward with the purchase of the trailer from **Premier Truck Holdings LTD**.

The City will dispose of the existing 2011 Ford Van. We expected to get at least \$4,000 at the auction.