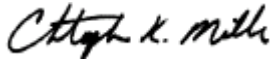



ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 4/08/2019
Item No.: 9.c

Department Approval



City Manager Approval



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

1 **BACKGROUND**

2 City Code section 103.05 establishes the requirement that all general purchases or contracts in excess
3 of \$5,000 be separately approved by the City Council, independent of the budget process or other
4 statutory purchasing requirements. In addition, State Statutes generally require the Council to authorize
5 the sale of surplus vehicles and equipment. *Attachment A-1* includes a list of items submitted for
6 Council review and approval.

7
8 Staff will note that unless noted otherwise, all items contained in this report were previously identified
9 and included in the adopted budget or Capital Improvement Plan (CIP) submitted for Council review
10 during the most recent budget cycle. This information package included a CIP Project/Initiative
11 summary which identified the type of purchase, estimated cost, funding source, and other supporting
12 narrative. Where applicable, these project/initiative summaries are included with *Attachment A-2*.

13
14 *Attachment B* includes a summary-to-date of the CIP purchases for 2019.

15
16 **POLICY OBJECTIVE**

17 Required under City Code 103.05.

18 **FINANCIAL IMPACTS**

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

21 **STAFF RECOMMENDATION**

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

24 **REQUESTED COUNCIL ACTION**

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

27
28
Prepared by: Chris Miller, Finance Director
Attachments: A1: Over \$5,000 Items for Purchase or Sale/Trade-in
A2: CIP Project/Initiative summary (if applicable)
B: 2019 CIP Purchase Summary

General Purchases or Contracts

<u>Division</u>	<u>Vendor</u>	<u>Description</u>	<u>Key</u>	<u>Budget Amount</u>	<u>P.O. Amount</u>	<u>Budget / CIP</u>
Stormwater	WSB & Associates	Pond Maintenance	(a)	\$300,000.00	\$ 19,950.00	CIP

Key

- (a) Pond maintenance engineering services. The amount budgeted represents the entire amount set aside for these types of purchases in 2019.

Sale of Surplus Vehicles or Equipment

<u>Division</u>	<u>Description</u>	<u>Key</u>	<u>Est. Sale / Trade-In Amount</u>
			\$ -

City of Roseville

2019 Summary of Scheduled CIP Items

Updated March 31, 2019

	<u>Council Approval</u>	<u>P.O. Amount</u>	<u>Budget Amount</u>	<u>YTD Actual</u>	<u>Difference</u>
Administration					
N/A		\$ -	\$ -	\$ -	\$ -
Finance					
Software Acquisition	10/22/2018	45,000	70,000	-	70,000
Central Services					
Copier & Postage Machine Lease		-	82,000	17,547	64,453
Police					
Marked Squad Car Replacements	1/14/2019	118,865	165,000	30,114	134,886
Unmarked Vehicle Replacement	1/14/2018	25,702	24,000	-	24,000
Vehicle Tools & Equipment		-	21,680	-	21,680
Vehicle/Body-Worn Cameras		-	1,000	-	1,000
Sidearms, Long-Guns, Non-Lethal Equip.		-	9,350	3,827	5,523
Tactical Gear		-	6,500	-	6,500
Crime Scene Equipment		-	3,000	-	3,000
Radio Equipment	1/14/2019	28,210	26,000	8,231	17,770
Office Equipment		-	7,400	-	7,400
Office Furniture		-	2,100	-	2,100
Fire					
Medic Unit		-	105,000	61,066	43,934
Apparatus IT Equipment		-	26,000	-	26,000
Portable and mobile radios		-	20,000	-	20,000
Personal Protective Equipment		-	40,000	-	40,000
Hose nozzles		-	12,000	-	12,000
Air Monitoring Equipment		-	5,000	-	5,000
Rescue/Training Equipment		-	6,500	-	6,500
Conference Room Furnitures		-	5,000	-	5,000
Training Room Equipment		-	4,500	-	4,500
Second Floor Washer/Dryer		-	1,400	-	1,400
Public Works					
#109 Dump Truck	1/7/2019	195,363	200,000	-	200,000
#143 Portable Line Striper		-	10,000	-	10,000
#111 Bobcat, Hydro Hammer	1/7/2019	6,115	8,000	6,115	1,886
Street Signs		-	10,000	3,987	6,013
Large Format Scanner	1/28/2019	7,785	10,000	-	10,000
Tire Changer	1/7/2019	13,839	15,000	-	15,000
Vehicle Analyzer Update		-	1,000	-	1,000
Jib Crane		-	7,500	-	7,500
Parks & Recreation					
#510 Water Truck	2/25/2019	41,701	65,000	-	65,000
Replace 1996 Ford Tractor		-	41,000	-	41,000
Zero Turn Mower (1999)	1/7/2019	9,897	9,500	-	9,500
#520 Single Axle Trailer (1997)		-	5,000	-	5,000

City of Roseville

2019 Summary of Scheduled CIP Items

Updated March 31, 2019

	<u>Council Approval</u>	<u>P.O. Amount</u>	<u>Budget Amount</u>	<u>YTD Actual</u>	<u>Difference</u>
General Facility Improvements					
Heat Recovery Unit (Maint)	2/25/2019	88,850	90,000	-	90,000
HVAC Controls (Maint)	2/25/2019	18,218	20,000	-	20,000
Flooring (Maint.)		-	15,000	-	15,000
Roof Rehab/Replace (Park Maint.)	2/25/2019	86,110	120,000	-	120,000
Fuel System Tank Replacement		-	220,000	-	220,000
Gymnastics Center Equipment		-	6,500	-	6,500
Arena: Dehumidification		-	95,000	-	95,000
Arena: Restroom Remodel		-	80,000	-	80,000
OVAL: Micro Processors		-	20,000	-	20,000
OVAL: Zamboni (2003)	1/7/2019	134,708	140,000	-	140,000
Fire Station Security System		-	3,000	-	3,000
Fire Station Air Monitoring Sensors		-	9,000	-	9,000
Information Technology					
Computers (Notebooks, Desktop, Mobile)		-	49,450	-	49,450
Monitor/Display		-	8,745	-	8,745
MS Office License		-	11,700	-	11,700
Desktop Printers/Copiers/Scanners		-	18,200	-	18,200
Network Switches/Routers (Roseville)		-	18,000	-	18,000
Servers - Host - Shared (5)		-	60,000	-	60,000
Storage Area Network Nodes- Shared (8)	Various	46,163	95,000	-	95,000
Power/UPS - Server Room & Closets		-	19,700	-	19,700
Surveillance Cameras (53)		-	9,180	-	9,180
Fiber Network Extension		-	27,500	-	27,500
Park Improvements					
Playground Areas		-	125,000	-	125,000
PIP Items		-	200,000	425	199,575
Natural Resources		-	40,000	-	40,000
Street Improvements					
Mill & Overlay		-	1,100,000	-	1,100,000
Street Lighting					
Signal Pole Painting		-	20,000	-	20,000
Pathways & Parking Lots					
General Repairs/Improvements		-	180,000	-	180,000
City Hall Parking Lot		-	500,000	-	500,000
Nature Center Parking Lot		-	20,000	-	20,000
Communications					
Conference Room Equipment		-	5,000	-	5,000
General Audio/Visual Equip		-	5,000	-	5,000
Council Chambers		-	12,000	-	12,000
License Center					
General Office Equipment		-	4,800	-	4,800
Facility Improvements (TBD)		-	-	26,251	(26,251)
Community Development					
Inspections Vehicle		-	23,000	-	23,000
Computer/Monitor Replacements		-	2,500	5,260	(2,760)
Office Furniture		-	1,000	-	1,000

City of Roseville

Attachment B

2019 Summary of Scheduled CIP Items

Updated March 31, 2019

	<u>Council Approval</u>	<u>P.O. Amount</u>	<u>Budget Amount</u>	<u>YTD Actual</u>	<u>Difference</u>
MSA Streets					
General MSA Improvements		-	770,000	-	770,000
Co.Rd. C West to Long Lake Road		-	500,000	-	500,000
I35W Managed Lane Storm Sewer		-	25,000	-	25,000
Water					
#222 F150 4x4		-	30,000	-	30,000
#213 Utility Mobile Workshop Van	9/24/2018	26,850	40,000	26,850	13,150
Replace/Upgrade SCADA System		-	35,000	-	35,000
#236 Trailer		-	5,000	-	5,000
Transit Cargo Van	3/25/2019	24,858	30,000	-	30,000
Asset Management System		-	30,000	-	30,000
Booster Station Rehabilitation		-	900,000	52,410	847,590
Water main replacement		-	100,000	150	99,850
Sanitary Sewer					
Water Truck	2/25/2019	41,701	60,000	-	60,000
Replace/Upgrade SCADA System		-	35,000	-	35,000
Asset Management System		-	30,000	-	30,000
Galtier Lift Station Rehab		-	50,000	-	50,000
Fernwood Lift Station Rehab		-	540,000	9,610	530,390
Sewer main repairs		-	900,000	329,313	570,687
I & I reduction		-	30,000	-	30,000
Storm Sewer					
#103 Ford F350 w/Plow	1/7/2019	61,064	65,000	-	65,000
#122 Wheel Loader	10/22/2018	217,223	220,000	-	220,000
#130 Steamer	2/11/2019	17,538	20,000	-	20,000
#165 5-ton Trailer		-	15,000	-	15,000
Replace/Upgrade SCADA System		-	35,000	-	35,000
Asset Management System		-	30,000	-	30,000
Pond improvements/Infiltration	2/25/2019	37,898	300,000	-	300,000
Storm Sewer Replacement/Rehabilitation	2/11/2019	48,400	400,000	(4,125)	404,125
Golf Course					
Greens Mowers		-	30,000	-	30,000
		-	-	-	-
Total - All Items			\$9,624,705	\$ 577,030	\$9,047,675