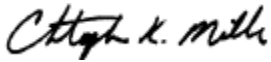


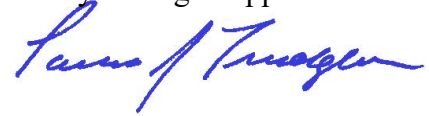

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 22, 2019
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 2019.

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: 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>
Storm	Titan Machinery	Drop Deck Trailer	(a)	\$ 15,000	\$ 15,708	CIP
Fire	Muska Electric	Generator	(b)	35,000	27,900	CIP

Key

- (a) This replaces the existing trailer assigned to the Storm Sewer function. Purchased off the State Bid Contract.
- (b) The purchase will ensure adequate power for all critical Fire Station systems including HVAC, alerting systems, and critical lighting. These systems were excluded from the original backup power design as a cost-saving measure. This item is included in the 2020 CIP, but is requested to be expedited.

Sale of Surplus Vehicles or Equipment

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

Department/Division:	Storm Sewer Services
Project/Initiative Title:	Vehicle and Equipment Replacement
Total Estimated Cost:	\$320,000
Funding Source:	Storm Sewer Fund (<i>Fees</i>)
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 in or resale value of the asset, Public Works is proposing to replace the following:

- Ford F450 with Plow (\$65,000)
- Wheeled Front End Loader (\$220,000)
- 5 ton trailer (\$15,000)
- Steamer/Power washer (\$20,000)

Location:

Not applicable.

Department/Division: **General Facilities: Fire Station**
Project/Initiative Title: Fire Station Generator
Total Estimated Cost: \$35,000
Funding Source: General Facilities Fund (*property tax*)
Annual Operating Budget Impact: N/A

Project/Initiative Description:

The Fire Department has identified the need to implement changes to the operation and emergency power system for the fire station. In an effort to provide continuity of operation 24/7/365 even during power outages and emergencies, the fire station generator needs to be modified to assure full power supply to the fire station and Emergency Operations Center.

Location:

Fire Station #1.

City of Roseville

2019 Summary of Scheduled CIP Items

Updated June 30, 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	1,534	68,466
Central Services					
Copier & Postage Machine Lease		-	82,000	38,032	43,968
Police					
Marked Squad Car Replacements	1/14/2019	118,865	165,000	83,981	81,019
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	36,441	(10,441)
Office Equipment		-	7,400	-	7,400
Office Furniture		-	2,100	-	2,100
Fire					
Medic Unit		-	105,000	84,389	20,611
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	72,215	127,785
#143 Portable Line Striper	4/22/2019	7,497	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 June 30, 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	18,218	71,782
HVAC Controls (Maint)	2/25/2019	18,218	20,000	-	20,000
Flooring (Maint.)	4/22/2019	9,472	15,000	9,472	5,528
Roof Rehab/Replace (Park Maint.)	2/25/2019	86,110	120,000	86,110	33,890
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	56,073	38,927
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	Various	35,100	200,000	8,974	191,026
Natural Resources		-	40,000	-	40,000
Street Improvements					
Mill & Overlay		-	1,100,000	71,661	1,028,339
Street Lighting					
Signal Pole Painting		-	20,000	12,831	7,169
Pathways & Parking Lots					
General Repairs/Improvements		-	180,000	17,404	162,596
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)		-	-	29,947	(29,947)
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

2019 Summary of Scheduled CIP Items

Updated June 30, 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	775	769,225
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	660,686	239,314
Water main replacement		-	100,000	8,007	91,993
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	18,342	521,658
Sewer main repairs		-	900,000	986,408	(86,408)
I & I reduction		-	30,000	-	30,000
Storm Sewer					
#103 Ford F350 w/Plow	1/7/2019	61,064	65,000	36,768	28,232
#122 Wheel Loader	10/22/2018	217,223	220,000	217,057	2,943
#130 Steamer	2/11/2019	17,538	20,000	17,538	2,462
#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	Various	47,898	300,000	6,475	293,525
Storm Sewer Replacement/Rehabilitation	2/11/2019	48,400	400,000	20,699	379,301
Golf Course					
Greens Mowers		-	30,000	-	30,000
		-	-	-	-
Total - All Items			\$9,624,705	\$2,646,074	\$6,978,631