

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: August 22, 2022
Item No.: 10.c

Department Approval

Michelle Luttrick

City Manager Approval

Sam J. Truog

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*.

Attachment B includes a summary-to-date of the CIP purchases for 2022.

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: Joshua Kent, Assistant Finance Director
Attachments: A1: Over \$10,000 Items for Purchase or Sale/Trade-in
A2: CIP Project/Initiative summary (if applicable)
B: 2022 CIP Purchase Summary

General Purchases or Contracts

Division	Vendor	Description	Key	Budget Amount	P.O. Amount	Budget / CIP
Parks and Recreation / Community Building & Golf	MTI Distributing	Replacement of Cushman Utilities Cart that is at end of life	(a)	\$ 30,000	\$ 9,443	CIP
Parks and Recreation / Community Building & Golf	MTI Distributing	Replacement of Greens Mower	(b)	\$ 37,000	\$ 41,122	CIP

Key

- (a) This is for the replacement of the 1994 utilities cart used extensively at the Cedarholm Community Building and Golf Course. This cart has reached the end of its useful productivity and has reached the end of its daily usability.
- (b) This is for the replacement of the 2002 greens mower used extensively at the Cedarholm Community Building and Golf Course. This mower is reaching the end of its useful life and its dependability.



2022
Capital Improvement Plan
Project / Initiative Summary

Updated December, 2021

Department/Division: Parks and Recreation/ Community Building & Golf Course
Project/Initiative Title: Replacement of 1994 Cushman Utilities cart
Total Estimated Cost: \$30000
Funding Source: Golf Course Fund 620
Annual Operating Budget Impact: [NA]

Project/Initiative Description:

This is for the replacement of the 1994 utilities cart used extensively at the Cedarholm Community Building and Golf Course. This cart has reached the end of its useful productivity and has reached the end of its daily usability.

Location:

The Utility Cart is stored at the Cedarholm Community Building and Golf Course maintenance garage.

Department/Division: Parks and Recreation/ Community Building & Golf Course
Project/Initiative Title: Replacement of the Greens Mower
Total Estimated Cost: \$ 37000
Funding Source: Golf Course Fund 620
Annual Operating Budget Impact: [NA]

Project/Initiative Description:

This is for the replacement of the 2002 greens mower used extensively at the Cedarholm Community Building and Golf Course. This mower is reaching the end of its useful life and its dependability.

Location:

The greens mower is stored at the Cedarholm Community Building and Golf Course maintenance garage.

City of Roseville
2022 Summary of Scheduled CIP Items

Attachment B

	<u>Council Approval</u>	<u>P.O. Amount</u>	<u>Original Budget Amount</u>	<u>Revised Budget Amount</u>	<u>YTD Actual</u>	<u>Difference</u>
Administration						
Voting Equipment			\$ 15,000		\$ 19,555	\$ (4,555)
HR Software Upgrade			5,000		\$ -	5,000
Council Tablets			3,000		\$ -	3,000
Central Services						
Copier & Postage Machine Lease			84,400		26,872	57,528
Police						
Marked squad cars (4 / yr)	1/10/2022	\$ 135,877	136,000		-	136,000
Unmarked vehicles (1 / yr)	1/10/2022	30,388	24,000		-	24,000
Squad conversion,seats, control box			79,000		4,421	74,579
Radar Units			6,200		-	6,200
Stop Sticks			1,030		-	1,030
Computer Equipment			8,800		-	8,800
RMS Migration/replacement	1/10/2022	135,134	205,000		-	205,000
Speed notification unit			10,000		-	10,000
Non-lethal weapons			8,000		-	8,000
Long guns replacement			14,420		-	14,420
Sidearm parts (officers)			2,060		-	2,060
Tactical gear			6,500		-	6,500
Crime scene equipment			3,000		-	3,000
Body Worn Camera Equipment	1/10/2022	75,000	77,000		3,334	73,666
Digital Interview Room Equipment			15,450		-	15,450
Investigation Conf. Room			2,500		-	2,500
Defibrillators			1,575		-	1,575
Shredder			5,150		-	5,150
Radio Equipment	1/10/2022	26,890	27,000		25,100	1,900
Office furniture			8,400		-	8,400
Dishwasher			2,060		-	2,060
Fire						
Records Management System (RMS)			29,000		-	29,000
Cardiac Monitoring and Response Equipment			60,000		5,389	54,611
Portable and mobile radios			20,000		-	20,000
Fire admin- office furniture			2,500		-	2,500
Training room tables & chairs			15,000		-	15,000
Day room chairs			8,000		-	8,000
Public Works						
#106 3-ton dump w/ plo			230,000		212,058	17,942
#133 - Walk behind saw			10,000		-	10,000
#111 Bobcat 78" grapple bucket			5,000		-	5,000
Street Signs			10,000		-	10,000
Hydraulic Press 1995			5,000		5,470	(470)
Parks & Recreation						
#517 Ford F350 SD (2013)			40,000		-	40,000
#515 Ford 350 w. plow (2018)			40,000		-	40,000
#516 Ford with plow (2013)			40,000		-	40,000
Skating Center Plow Truck (2002)			20,000		-	20,000
#504 Kubota Drag Tractor (2011)			35,000		-	35,000
General Facility Improvements						
Police & PW garage Co2/No2 detectors			10,000		-	10,000
workstation replacement city hall	1/10/2022	87,830	350,000		90,040	259,960
Maintenance Facility Pressure Washer			5,000		-	5,000
COMM Council Control/Sound System			7,000		-	7,000
COMM Council Furniture			15,000		-	15,000
Commons: South Entry RTU (2007)			20,000		-	20,000
Arena: Roof (2004)			10,000		-	10,000
OVAL Renovate Banquet Facility/Rooftops			217,000		-	217,000
OVAL Lobby Mechanical/Banquet Roof (1993)			300,000		-	300,000
OVAL Bathroom Remodel (Upper)			101,000		-	101,000
OVAL: Contingency and Soft costs (35%)			126,000		-	126,000
Hallway wall paper			5,000		-	5,000
Training room paint			2,000		-	2,000
Exercise room-flooring			3,000		-	3,000
Bay painting			25,000		-	25,000
Fire: Security system			3,000		-	3,000
Fire: Heat pumps (24)			10,000		-	10,000
Concrete Exterior			10,000		-	10,000
Exterior Lighting			3,000		-	3,000
Interior Lighting			3,000		-	3,000
Parking Lot			50,000		-	50,000

Information Technology

Computers (Notebooks, Desktop)			35,000		31,394	3,606
Monitor/Display			5,175		-	5,175
Network Printers/Copiers/Scanners (13)			17,000		-	17,000
Network Switches/Routers/Wireless (Roseville)			25,000		-	25,000
Power/UPS - Closets (11)			400		-	400
Surveillance Cameras (58)			7,890		-	7,890
Agenda Software			6,200		-	6,200
Website redesign			17,000		-	17,000

Park Improvements

Tennis & Basketball Courts			50,000		-	50,000
Playground Areas	2/14/2022	45,000	550,000	800,000	46,950	503,050
Playground Areas	3/21/2022	250,000				
Natural Resources			220,000		-	220,000
PIP/CIP Category			200,000		-	200,000

Street Improvements

Mill & overlay - local streets			1,200,000		-	1,200,000
Former Seal Coat Dollars Spent as Mill and Overlay			250,000		-	250,000
Cty Rd B, Snelling-Lexington			105,000		-	105,000
Cty Rd B2/Lexington			100,000		-	100,000
2022 PMP			362,000		-	362,000
Cleveland, Iona-Colder			60,000		-	60,000
Lexington Pedestrian			50,000		-	50,000
Hamline&TH 36 Signals			78,600		-	78,600
Rice, Larpentuer - Cty B			250,000		-	250,000

Street Lighting

Pedestrian light @ Lexington Central Prk			20,000		-	20,000
Signal Pole Painting (3 every other year)			20,000		-	20,000

Pathways & Parking Lots

Pathway maintenance			150,000		23,006	126,994
Lexington Pk off Cty B(1999)			20,000		-	20,000

License Center

General office equipment (minor)			1,000		-	1,000
Office chair replacement			1,200		-	1,200

Community Development

Computers/monitors			600		-	600
Office Furniture			1,000		3,200	(2,200)

Water

Replace Water Tower Fence			30,000		-	30,000
Water main replacement *			800,000		-	800,000

Sanitary Sewer

#202 1-ton with dump box/plow			70,000		-	70,000
LS repairs/upgrades			20,000		-	20,000
Dale/Owasso LS Rehab			45,000		-	45,000
Long Lake Lift Station			380,000		-	380,000
Sewer main repairs			900,000		-	900,000

Storm Sewer

#139 Vacall	1/10/2022	305,367	280,000		305,367	(25,367)
Field Computer Add/Replacements			5,000		-	5,000
General Lift Station Repairs			20,000		-	20,000
Pond improvements/infiltration			400,000		-	400,000
Storm sewer replacement/rehabilitationPMP	3/21/2022	48,750	500,000		-	500,000

Golf Course

Golf Shared with RSC Ford F150 Truck (2012)			20,000		-	20,000
Golf: 1994 Cushman Utilities Cart Replacement	8/22/2022	9,443	30,000		-	30,000
Golf: 2002 Greens Mower Replacement	8/22/2022	41,122	37,000		-	37,000
Golf: Gas Pump / Tank: Replacement - 1967			16,000		-	16,000
Golf: Course Safety Netting Replacement 1997			10,000		-	10,000

Total - All Items

\$ 9,961,110

\$ 802,155

\$ 9,158,955