

## STAFF REPORT

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**Date:** September 19, 2024

**To:** Mayor and City Council

**Through:** Jackie Bryant, Interim City Manager

**Subject:** Staff Report (For Possible Action): Approval of the City of Reno Fleet Buy Program for FY25 to purchase vehicles, equipment, and associated outfitting, pursuant to Chapter 332 of the Nevada Revised Statutes joinder, competitive bidding provisions, and the City Purchasing Policy in an amount not to exceed \$5,482,000. (Fleet Management Fund)

**From:** Zac Haffner, Maintenance & Operations Manager

**Department:** Maintenance and Operations

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**Summary:**

On an annual basis, Fleet Management replaces vehicles and equipment that have met their scheduled service life. Staff is seeking Council approval to purchase vehicles, equipment, and associated outfitting (59 replacements), pursuant to NRS 332.195 by joining in the State of Nevada bid, joining bids from other public agencies, cooperative purchasing agreements, the competitive bidding process outlined in NRS 332, and the City’s Purchasing Policy, in an amount not to exceed \$5,482,000. Staff recommends Council approval to purchase these items.

<b>Consent Review</b>	<b>Yes</b>	<b>No</b>
1. Is this item an annual or standard item that comes before Council for regular approval?	<b>X</b>	
2. Is this item an agreement required based on an item previously approved by Council?		<b>X</b>
3. Is this item included in the current budget approved and adopted by Council?	<b>X</b>	
<b>Other Considerations</b>		
What percent of the total City budget does this item represent?	<b>0.576084%</b>	

**Alignment with Strategic Plan:**

Infrastructure, Climate Change, and Environmental Sustainability

**Previous Council Action:**

There is no recent Council action relevant to this item.

**Discussion:**

In accordance with the Motor Vehicle Internal Service Fund Policy, staff develops an annual “Fleet Buy Program” to replace existing vehicles and to add new vehicles to the city fleet. This purchase is to replace vehicles and equipment. The FY25 buy program includes the following 59 replacement vehicles/equipment:

- 3 Heavy truck
- 2 Light truck (1 EV)
- 5 Loader/backhoe
- 6 Medium truck
- 1 Police patrol motorcycle (black & white)
- 24 Police patrol vehicle (black & white) (1 EV & 5 Hybrids)
- 1 Sawcut machine
- 3 Sedan (unmarked) (1 EV)
- 3 Snowplow
- 9 Trailer
- 1 Utility vehicle
- 1 Van

These replacement pieces of equipment and vehicles are anticipated to be received and placed into service approximately nine to eighteen months after ordering.

As a cost saving measure, existing equipment such as light bars, sirens, cages, utility bodies, etc. will be recycled and used in the outfitting of new equipment and vehicles where practical or used for repairs on existing equipment and vehicles when repairs are needed.

Each of these pieces of equipment and vehicles recommended for replacement have reached the end of their scheduled service life or met another replacement factor outlined by Fleet Management. Staff recommends replacement of these pieces of equipment and vehicles to avoid costly repairs; however, the specific equipment and vehicles identified in the replacement list and mentioned above as part of the FY25 buy will be subject to change as a result of accidents, mechanical failures, grant funding, or market conditions. Additionally, if unforeseen savings are produced from the above acquisitions, Fleet Management will replace additional pieces of equipment or vehicles that are past their scheduled service life or met another replacement factor.

**Financial Implications:**

\$5,482,000 of funding for this purchase has been allocated and approved in the FY25 Fleet Management Fund budget.

**Legal Implications:**

NRS 332.195(1) allows local governments to join the contracts of other government entities, within or outside the State of Nevada, provided the contracting vendor authorizes such joinder. Chapter 332 of the NRS and City Purchasing Policy set forth competitive bidding requirements.

**Recommendation:**

Staff recommends Council approval to purchase vehicles, equipment, and associated outfitting (59 replacements), in an amount not to exceed \$5,482,000 by joining in State contracts or other appropriate governmental contracts when available in accordance with NRS 332.195 or using the competitive bidding process pursuant to Chapter 332 of the NRS and the City Purchasing Policy, and authorize the City Manager or designee to sign any required contracts of purchase orders.

**Proposed Motion:**

I move to approve staff recommendation.

**Attachments:**