

STAFF REPORT

Date: July 31, 2024

To: Mayor and City Council

Through: Jackie Bryant, Interim City Manager

Subject: Staff Report (For Possible Action): Approval to purchase three vehicles and associated outfitting from multiple vendors utilizing the State of Nevada Vehicle Contract, joinder/cooperative purchasing agreements in accordance with Nevada Revised Statutes (NRS) 332.195(1) (Joinder), and/or the City's Purchasing Policy, in an amount not to exceed \$111,050. (Redevelopment Agency 2 Fund)

From: Zac Haffner, Maintenance & Operations Manager

Department: Maintenance and Operations

Summary:

As part of the fiscal year (FY) 25 budget, Council allocated funds to provide equipment for newly created positions and programs. Staff request Council authorize staff to purchase three vehicles and associated outfitting utilizing the State of Nevada Vehicle Contract, joinder/cooperative purchasing agreements pursuant to Nevada Revised Statutes (NRS) 332.195 (Joinder) and/or the City's Purchasing Policy, in an amount not to exceed \$111,050.

Alignment with Strategic Plan:

Infrastructure, Climate Change, and Environmental Sustainability

Previous Council Action:

There is no recent Council action relevant to this item.

Background:

During the FY25 budget adoption, Council authorized additional staff and programs to different departments throughout the City of Reno. The staff associated with these new or expanded programs need equipment to be able to accomplish their daily tasks.

Discussion:

Pursuant to City Policy 305, Fleet Management will administer the purchase of new pieces of equipment. The three pieces of equipment being proposed are additions to the City Fleet Program.

It is standard procedure for additions to the Fleet Program to be funded by the user department upon initial acquisition and then the asset to be input into the Fleet Asset Management Program for maintenance, fueling, repair, etc. with replacements funded via the Fleet Fund rather than the user department. Fleet Management has determined the listed equipment to be the most economical and effective equipment for meeting the needs of the departments.

Department	Tentative Recommended Equipment	Estimated Budgeted Cost with Outfitting	Funding Source
Business License	Nissan Leaf	\$35,000	Redevelopment Agency 2 Fund
City Manager's Office – Economic Development	Nissan Leaf	\$35,000	Redevelopment Agency 2 Fund
Parking & Code Enforcement	Ford Maverick	\$41,050	Redevelopment Agency 2 Fund

Financial Implications:

Council previously authorized funds for this purchase in the approved FY25 budget. (Redevelopment Agency 2 Fund)

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.

Recommendation:

Staff recommends Council authorize staff to purchase three vehicles and associated outfitting from multiple vendors utilizing the State of Nevada Vehicle Contract, joinder/cooperative purchasing agreements pursuant to NRS 332.195 (Joinder) and/or the City's Purchasing Policy, in an amount not to exceed \$111,050 and authorize the City Manager or designee to sign the purchase order(s).

Proposed Motion:

I move to approve staff recommendations.

Attachments: