

## STAFF REPORT

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**Date:** July 24, 2024

**To:** Mayor and City Council

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

**Subject:** Staff Report (For Possible Action): Approval to purchase nine vehicles and associated outfitting from various 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 \$545,550. (Building Permit Fund, General Fund, and Fleet Fund)

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

**Department:** Maintenance and Operations

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**Summary:**

As part of the fiscal year (FY) 25 budget, Council allocated funds to provide equipment for newly created positions and programs. Staff requests Council authorize staff to purchase nine 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 \$545,550.

Consent Review	Yes	No
1. Is this item an annual or standard item that comes before Council for regular approval?	X	
2. Is this item an agreement required based on an item previously approved by Council?		X
3. Is this item included in the current budget approved and adopted by Council?	X	
<b>Other Considerations</b>		
What percent of the total City budget does this item represent?	0.055555%	

**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 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 nine 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.

<b>Department</b>	<b>Tentative Recommended Equipment</b>	<b>Estimated Budgeted Cost with Outfitting</b>	<b>Funding Source</b>
Development Services	Honda CR-V	\$40,000	Building Permit Fund
Maintenance & Operations	Chevrolet Silverado utility bed truck	\$67,250	General Fund
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Parking & Code Enforcement	Ford Maverick	\$41,050	General Fund
Parks, Recreation, & Community Service	Ford Maverick	\$40,000	General Fund
Parks, Recreation, & Community Service	Ford Transit cargo van	\$65,000	General Fund
Police	Dodge Durango	\$75,000	General Fund & Fleet Fund
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**Financial Implications:**

Council previously authorized funds for this purchase in the approved FY25 budget. (Building Permit Fund, General Fund, and Fleet 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 nine vehicles and associated outfitting from various 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 \$545,550 and authorize the City Manager or designee to sign the purchase order(s).

**Proposed Motion:**

I move to approve staff recommendations.

**Attachments:**