

## STAFF REPORT

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**Date:** August 14, 2024

**To:** Mayor and City Council

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

**Subject:** Staff Report (For Possible Action): Approval to purchase Crack Sealant Material and Specialty Asphalt Materials by utilizing any joinder contracts, as allowed under Nevada Revised Statutes (NRS) 332.195, or the City of Reno's competitive bid process in an amount not to exceed \$250,000. (Street Fund)

**From:** Tim Hendricks, Maintenance & Operations Manager

**Department:** Maintenance and Operations

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**Summary:**

The Maintenance & Operations Department's Street Maintenance Division utilizes crack sealant material and specialty asphalt materials as part of the annual preventative maintenance program to preserve and extend the life of city streets. Purchases of crack sealant and asphalt materials are made on an as needed basis to maintain a minimum year-round inventory. Staff recommends Council approval to purchase Crack Sealant Material and Specialty Asphalt Materials by utilizing any joinder contracts, as allowed under Nevada Revised Statutes (NRS) 332.195, or the City of Reno's Competitive Bid Process in an amount not to exceed \$250,000.

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	
Other Considerations		
What percent of the total City budget does this item represent?	0.026%	

**Alignment with Strategic Plan:**

Infrastructure, Climate Change, and Environmental Sustainability

**Previous Council Action:**

July 24, 2024 – Council authorized the Director of Maintenance & Operations to execute purchase orders or required contracts for the purchase of materials and equipment for street and traffic signal maintenance and repairs pursuant to Chapter 332 of the NRS for fiscal year (FY) 24/25.

**Background:**

The Maintenance & Operations Department's Street Maintenance Division utilizes crack sealant material and specialty asphalt materials as part of the annual preventative maintenance program to preserve and extend the life of city streets.

**Discussion:**

Purchases of crack sealant and asphalt materials are made on an as needed basis to maintain a minimum year-round inventory. Authorization for purchasing this material allows the Director of Maintenance & Operations to award bids under NRS 332.195 and/or the City of Reno Competitive Bid Purchasing per City Policy 303 and NRS 332, without returning to Council for award of the contracts pursuant to the resolution approved at the July 24, 2024, Council meeting.

**Financial Implications:**

Funding for these purchases has been allocated and approved in the Maintenance & Operations Streets Maintenance FY 24/25 budget.

**Legal Implications:**

NRS 332.195 allows for local governments to use the joinder provision of bids from other local governments and City Policy 303 and NRS 332 et. seq. authorize the competitive bid process.

**Recommendation:**

Staff recommends Council approve the purchase of Crack Sealant Material and Specialty Asphalt Materials by utilizing any joinder contracts, as allowed under NRS 332.195, or the City of Reno's Competitive Bid Process in an amount not to exceed \$250,000.

**Proposed Motion:**

I move to approve the purchase of Crack Sealant Material and Specialty Asphalt Materials by utilizing any joinder contracts, as allowed under NRS 332.195, or the City of Reno's Competitive Bid Process in an amount not to exceed \$250,000.

**Attachments:**