

## STAFF REPORT

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**Date:** February 28, 2024

**To:** Mayor and City Council

**Thru:** Doug Thornley, City Manager

**Subject:** Staff Report (For Possible Action): Approval to increase the fiscal year 2024 (FY24) City of Reno Fire Department (RFD) light-duty vehicle, equipment, and associated outfitting purchase authority by \$143,000 to a revised not to exceed amount of \$430,000. (General Fund)

**From:** Dave Cochran, Fire Chief

**Department:** Fire Department

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**Summary:**

Staff are seeking Council approval to increase the Reno Fire Department’s (RFD) light-duty vehicle, equipment, and associated outfitting total purchase authority to \$430,000. This additional authority will allow staff to address fleet vehicles and equipment needs for new personnel and various equipment replacements. Staff will purchase the vehicle and equipment provided within Nevada Revised Statute (NRS) 332.195 and the City's Purchasing Policy (Policy 303). The RFD’s ongoing light-duty vehicle, equipment, and associated outfitting program meets two of the goals laid out in the City’s Strategic Plan, Infrastructure and Public Safety. Staff recommends Council approval to increase the fiscal year 2024 (FY24) City of Reno Fire Department light-duty vehicle, equipment, and associated outfitting purchase authority in an amount not to exceed \$430,000.

<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>.49%</b>	

**Alignment with Strategic Plan:**

Fiscal Sustainability

Public Safety

**Previous Council Action:**

July 26, 2023 - Council approved the FY24 RFD light-duty vehicle, equipment, and associated outfitting purchase, pursuant to Chapter 332 of the NRS joinder, competitive bidding provisions, and the City Purchasing Policy in an amount not to exceed \$287,000. (General Fund)

**Discussion:**

Pursuant to City Policy 303, staff will administer the purchase of the light-duty vehicle, equipment, and associated outfitting in compliance with City of Reno Policy 303 and the department's machinery and equipment budget. Staff has determined the listed equipment below to be the most economical and effective equipment for meeting the FY 23/24 operational needs of the department:

- 10 Fire Prevention Chevy Equinox SUVs (Replacements)
- 1 Fire Prevention Chevy Equinox SUVs (New Position)
- Rapid Extraction Module (REM) Tow Vehicle
- Replacement Lifts for the Fleet Mechanics

These vehicles and equipment are anticipated to be received and placed into service before the end of FY24.

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 where practical or used for repairs on existing equipment when repairs are needed.

The vehicles recommended for replacement have reached the end of their scheduled service life or met another replacement factor outlined by fire fleet staff. Staff recommends the replacement of these vehicles to avoid costly repairs; however, the specific equipment identified in the replacement list and mentioned above as part of the FY24 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, RFD will replace additional pieces of equipment or vehicles that are past the end of their scheduled service life or have met another replacement factor.

**Financial Implications:**

\$287,000 of the funding for this purchase was approved in the department's base operating machinery and equipment budget. An additional \$143,000 was augmented into the department

budget through emergency response reimbursements and funding provided for the new Prevention Inspector full-time equivalent (FTE) (Building Enterprise Fund Advisory Committee [BEFAC]).

**Legal Implications:**

Legal review completed for compliance with City procedures and Nevada law.

**Recommendation:**

Staff recommends Council approval to increase the FY24 City of Reno Fire Department light-duty vehicle, equipment, and associated outfitting purchase authority by \$143,000 to a revised amount not to exceed \$430,000.

**Proposed Motion:**

I move to approve the staff recommendation.

**Attachments:**