

# Agenda Report

April 15, 2019

**TO:** Honorable Mayor and City Council  
**FROM:** Department of Public Works  
**SUBJECT:** **AUTHORIZE PURCHASE ORDER WITH ALTEC INDUSTRIES, INC. FOR PURCHASE OF ONE REPLACEMENT 2019 FORD F550 WITH ARTICULATING TELESCOPIC 48-FOOT AERIAL DEVICE BUCKET TRUCK IN AN AMOUNT NOT TO EXCEED \$175,157**

**RECOMMENDATION:**

It is recommended that the City Council:

1. Find that this action is exempt under the California Environmental Quality Act (CEQA) in accordance with Section 15061(b)(3), the General Rule that CEQA only applies to projects that may have an effect on the environment;
2. Authorize a purchase order contract with Altec Industries, Inc. (Altec) in an amount not to exceed \$175,157 for the replacement of one Ford F550 with articulating telescopic 48-foot aerial device (bucket truck). Competitive Bidding is not required pursuant to City Charter Section 1002(H) contracts with other governmental entities or their contractors for labor, materials, supplies or services; and
3. Grant the proposed purchase order contract an exemption from the Competitive Selection process pursuant to Pasadena Municipal Code Section 4.08.049(B) contracts for which the City's best interests are served.

**BACKGROUND:**

The Department of Public Works, Parks and Natural Resources Division (PNR) is responsible for the maintenance of over 60,000 street trees. Ongoing tree maintenance performed includes periodic tree pruning, tree removal, and service calls for downed trees and limbs. The existing PNR bucket truck (#146), used by the field crew to perform this type of work, has exceeded its useful life and is in need of replacement (see Attachment A – Vehicle Condition Report). A bucket truck is primarily used to elevate workers to access higher level areas.

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This is a critical piece of equipment utilized by the forestry crew during performance of its tree maintenance service within the community. This supports the City's goal of providing the required tree pruning cycles for promoting health, aesthetics and the safety of the community.

Sourcewell, formerly known as the National Joint Powers Alliance, is a national municipal contracting agency which establishes and provides nationally leveraged and competitively solicited purchasing contracts that can be utilized by member agencies such as the City of Pasadena. In January of 2018, Sourcewell issued a Request for Proposals for Public Utility Equipment with Related Accessories and Supplies. Fourteen submissions were received and evaluated by the Sourcewell selection committee. Submissions were scored on criteria such as pricing, warranty coverage, variety of products offered, and bidders' ability to service the contract nationally. The process undergone by Sourcewell has resulted in competitive pricing. Altec earned the highest score with 902 points out of a possible 1,000, and was awarded a contract through March of 2022.

There are no vendors located in Pasadena that provide this equipment. Altec, located in Pomona, CA, has agreed to extend the contract prices, terms, and conditions of the Sourcewell Contract #012418-ALT to the City for the proposed purchase of one replacement Ford F550 with articulating telescopic 48-foot aerial device bucket truck. This model comes with a standard 12-month parts and labor warranty and will be delivered within 390 days of receipt of purchase order.

The City of Pasadena has done business with Altec in the past, including issuance of purchase orders for equipment, parts, supplies, and repairs for a total amount of approximately \$6.1 million since 1998. It is in the best interest of the City to purchase the requested equipment with Altec utilizing the Sourcewell contract as it reduces the amount of time required to take delivery of new equipment and eliminates the need to solicit for items that are already competitively priced.

#### **COUNCIL POLICY CONSIDERATION:**

By providing the Department of Public Works with the proper equipment to perform its function, the proposed purchase furthers the City Council's Strategic Plan goals to increase conservation and sustainability, maintain fiscal responsibility and stability, and ensure public safety.

#### **ENVIRONMENTAL IMPACT:**

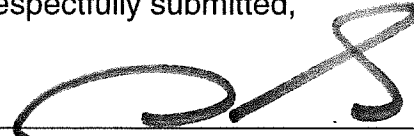
This purchase complies with all South Coast Air Quality Management District rules and regulations for engine emissions and clean air standards in the South Coast Air Basin.

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**FISCAL IMPACT:**

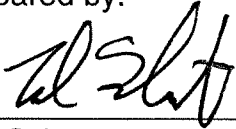
The cost of this action is \$175,157. Funding for this action will be addressed by the utilization of existing budgeted appropriations in the Fleet Replacement Fund under budget account 50322060-850500. Indirect and support costs such as maintenance and repair are anticipated to be \$100,000 over the lifecycle of the vehicle and will be addressed annually by utilization of existing budgeted appropriations in the PNR operating budget account 10122037-861600.

Respectfully submitted,



ARA MALOYAN, P.E.  
Director of Public Works

Prepared by:



Ted Schuster  
Management Analyst III

Approved by:



STEVE MERMELL  
City Manager

Attachment A – Vehicle Condition Report