



Agenda Report

December 15, 2025

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO A FIVE-YEAR CONTRACT WITH ARIZONA MACHINERY LLC DBA STOTZ EQUIPMENT FOR JOHN DEERE ORIGINAL EQUIPMENT MANUFACTURED PARTS, SERVICE AND REPAIR FOR LAWN CARE EQUIPMENT IN AN AMOUNT NOT-TO-EXCEED \$365,263

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action is not a project subject to the California Environmental Quality Act (CEQA) pursuant to Section 21065 of CEQA and Sections 15060(C)(2), 15060(C)(3), and 15378 of the State CEQA Guidelines and, as such, no environmental document pursuant to CEQA is required;
2. Award contract to lowest and best bid dated August 12, 2025, submitted by Arizona Machinery LLC dba Stotz Equipment, in response to specifications for John Deere Original Equipment Manufactured Parts, Service and Repair, authorize the City Manager to enter into a five-year contract for an amount not-to-exceed of \$365,263, which includes the base contract amount of \$317,620 and a contingency of \$47,643 to provide for any necessary change orders; and
3. Authorize the City Manager to approve no-cost amendments to the subject contract including necessary change orders.

BACKGROUND:

The Department of Public Works (PW), Building Systems and Fleet Management Division (BSFMD) services approximately 28 pieces of John Deere manufactured lawn care equipment used to maintain the landscaping at all parks and buildings. Fleet Management performs repairs and maintenance services on the lawn equipment on a routine and emergency basis. To assist in meeting service and repair demands on specialized components and procuring specialized parts, BSFMD is seeking to contract with an authorized John Deere service center to perform service and repairs as well as

provide original equipment manufactured parts for City-owned John Deere lawn care equipment.

On October 20, 2025, this item was originally presented to the City Council for consideration. Council expressed concerns on the necessity of using John Deere authorized service centers and John Deere original manufactured parts instead of allowing uncertified repair shops and aftermarket parts which might have allowed for increased local participation in the bidding process. Following this discussion, Council requested staff to return within 30 days with information on the implications of not using certified service centers and not using original equipment manufactured parts.

John Deere Original Equipment Manufacturer (OEM) Parts

John Deere OEM parts are specifically engineered to meet the exact design specifications of John Deere field grooming mowers and related equipment. Using these OEM parts mitigates the risk of operational downtime or compatibility issues commonly associated with complex aftermarket parts and reduces the risk of occupational injuries that may occur in high-risk work environments when using aftermarket parts that have not been subject to the same safety testing standards as OEM parts. A few examples of the specialized John Deere OEM parts include but are not limited to spindle assemblies, diesel specific engine oil filter assemblies, and control modules. These are specialized parts that can only be serviced by specially trained John Deere technicians. Authorized John Deere service centers employ factory-trained and certified technicians who utilize proprietary diagnostic software, specialized tools, and technical documentation not available to non-authorized vendors. Some examples of specialized services provided by authorized John Deere service centers include: providing service to the proprietary Service ADVISOR™ software that is not available to customers or third party shops; hydrostatic transmission calibration testing; and reel and rotary blade sharpening and back-lapping to OEM specifications. Independent or aftermarket service providers do not have the capability to perform these software updates or certain specific equipment maintenance needed to maintain the City's lawn care equipment.

As with all City fleet operations, staff utilizes aftermarket parts when cost savings can be achieved without compromising equipment quality, safety, or voiding manufacturer warranties. For the City's lawn care equipment, staff will continue to use a combination of specialized John Deere OEM parts which are required for certain proprietary components, and aftermarket parts sourced from local vendors when appropriate. Most of the service and repair activities are performed in-house by City fleet maintenance personnel using both OEM and aftermarket parts.

A Notice Inviting Bids for John Deere Original Equipment Manufactured Parts, Service and Repair for Lawn Care Equipment was posted on OpenGov Procurement on July 14, 2025. The posting generated notices to all vendors who have previously registered with the City for this particular commodity class. A total of 14 vendors downloaded the specifications,

one was local. Four bids were received electronically by the bid opening date, none of which were local.

BSFMD conducted research and outreach to identify potential local vendors for John Deere lawn mower repair and parts. Three potential vendors: Poncitlan Lawnmower, Lawn Mower Corner, and Carrillo Outdoor Power were contacted. However, none of these vendors were able to provide the required service or support for the City's specialized John Deere equipment.

Bid Results:

Per the bid specification, bidders were required to provide: pricing for replacement parts to be delivered to the City for use in repairs performed by City staff; hourly rates for labor performed by the vendor on an as-needed basis; and vendor information forms needed to process the contract with the City's Purchasing Division. To be considered, all line items and forms needed to be included as part of the bid.

The bid results are as follows:

Bidders	Location	Amount	Reason Disqualified
1. Arizona Machinery LLC dba Stotz Equipment	Montclair, CA	\$63,524	N/A
2. MJ Service Industries LLC	Yucaipa, CA	\$48,579	Not an Authorized John Deere dealer, cannot provide OEM parts, and cannot provide specialized services to equipment
3. Powerland	Valley Center, CA	\$59,605	Did not submit required documents
4. RDO Equipment Co.	Riverside, CA	\$55,766	Did not submit required documents

The lowest responsive and responsible bidder is Arizona Machinery LLC, doing business as Stotz Equipment. The vendor is active and in good standing with the Secretary of State. Staff recommends awarding Stotz Equipment a five-year contract in an amount not-to-exceed \$365,263.

The proposed agreement complies with Pasadena Municipal Code Chapters 4.08 and 4.11, governing Competitive Bidding and Living Wage Ordinances. The City has successfully conducted business with Stotz Equipment in prior years, with cumulative payments exceeding \$400,000 since Fiscal Year 2016 for replacement parts and repair services related to lawn care equipment.

The proposed contract will be established as follows:

Annual Amount x 5 years	\$	317,620
Contingency Allowance	\$	47,643
Total:	\$	365,263

The 15% contingency allowance is recommended to allow for unforeseen parts and service needs during the life of the contract.

COUNCIL POLICY CONSIDERATION:

This action supports the City Council's strategic planning goals to improve, maintain, and enhance public facilities and infrastructure and maintain fiscal responsibility and stability.

ENVIRONMENTAL IMPACT:

The action proposed herein is not subject to the California Environmental Quality Act ("CEQA") in accordance with Section 21065 of CEQA and State CEQA Guidelines Sections 15060(c)(2), 15060(c)(3), and 15378. The purchase contract is a continuing administrative and maintenance activity (i.e., purchasing of supplies). This action would not cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. Therefore, the proposed action is not a "project" subject to CEQA, as defined in Section 21065 of CEQA and Section 15378 of the State CEQA Guidelines. Since the action is not a project subject to CEQA, no environmental document is required.

FISCAL IMPACT:

The total cost of the recommended action is estimated to be \$365,263 over five years. The Department will utilize existing budgeted appropriations in the Fleet Maintenance Fund (Fund 511) to support the first year of contract costs. Future contract costs will be budgeted as part of the Department's annual operating budget. There is no impact to the General Fund.

The following table represents the contract summary:

Base Price for 5-year contract with Arizona Machinery LLC dba Stotz Equipment	\$317,620
Contingency Allowance (15% of Base Price)	\$ 47,643
Contract Not-To-Exceed Amount	\$365,263

Respectfully submitted,



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for 

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