



Council Communication

Office of the City Manager

Date

August 21, 2006

Agenda Item No. 56

Roll Call No. 06-

Communication No. 06-538

Submitted by: William G. Stowe, Assistant City
Manager/Public Works/Engineering

AGENDA HEADING:

Request for Proposals Process for a City Vehicle and Equipment Optimization Study

SYNOPSIS:

A reduction in the City's Equipment Replacement Fund in FY 2004 has yet to produce a corresponding reduction in the size of the City's vehicle and equipment fleet. It is recommended that a consultant evaluate the City's existing fleet and service level in order to determine the appropriate fleet size for the City's current service levels. A process centered on a Request for Proposals is recommended for consultant identification and selection.

FISCAL IMPACT:

Funding Source: 2006-07 Operating Budget, page 277, Equipment Replacement Fund, IS201/PWK010407; page 210, Airport Operations Fund/Field Maintenance, EN002/AIR040700; page 105, Fire Department/Operations, GE001/FIR040700; page 173, Police Department/Property Management, GE001/POL040400; page 138, Park and Recreation Department/Equipment Maintenance, GE001/PKS041000; and the WRF Operating and Maintenance Fund AG251/WRA770110.

ADDITIONAL INFORMATION:

Various departments perform vehicle and equipment acquisition, routine maintenance, mechanical repair, and re-marketing at multiple City locations: the Aviation Department maintenance facilities, the Fire Department, the Police Department, the Parks and Recreation Maintenance Shop, the Public Works Fleet Services Division, and the Wastewater Reclamation Facility.

In FY 2004, the City reduced allocations for vehicle equipment replacement by 50 percent, from \$2,360,000 to \$1,360,000. Despite the reduction, staff has been unable to significantly reduce the size of the fleet due to service requirements. Moreover, operating and maintenance expenses for the existing fleet continue to increase.

Staff recommends the identification and selection of a qualified consultant to determine vehicle and equipment optimization and make recommendations regarding maintenance guidelines and replacement funding requirements. The selected consultant will be required to provide the following:

- Evaluation of and report on vehicle and equipment utilization
- Recommendations on maintenance practices
- Recommendations on necessary staffing levels to maintain the City's Fleet
- Recommendations on appropriate amount of replacement funding

PREVIOUS COUNCIL ACTION(S): NONE

Date:

Roll Call Number:

Action:

BOARD/COMMISSION ACTION(S): NONE

Date:

Roll Call Number:

Action:

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE