

**City of Carson City
Agenda Report**

Date Submitted: December 5, 2013

Agenda Date Requested: December 19, 2013

Time Requested: 5 minutes

To: Mayor and Supervisors

From: Purchasing and Contracts

Subject Title: Action to authorize Public Works to utilize Contract No. SW04-12 (a contract approved by Houston-Galveston Area Counsel (H-GAC)), for the purchase of a TYMCO High Lift Street Sweeper through TYMCO , Inc., which is exempt from competitive bidding pursuant to NRS 332.115 subsection 1 (m) and NRS 332.195 providing Carson City's approved funding and purchasing procedures are followed (Contract No. 1314-131, PO No. 7743) *(Kim Belt)*

Staff Summary: Public Works Department is proposing to purchase one (1) TYMCO High Lift Street Sweeper to replace an existing sweeper which can no longer be repaired economically. The cost of the new sweep will be partially funded by a grant from the Nevada Department of Environmental Protection (NDEP) Air Quality Division in the amount of \$75,442.00. After reimbursement from NDEP of \$75,442.00, Carson City's total cost will be \$164,753.00.

Type of Action Requested: (check one)

Resolution Ordinance
 Formal Action/Motion Other (Specify)

Does This Action Require A Business Impact Statement: Yes No

Recommended Board Action: I move to authorize Public Works to utilize Contract No. SW04-12 (a contract approved by Houston-Galveston Area Counsel (H-GAC)), for the purchase of a TYMCO High Lift Street Sweeper through TYMCO , Inc., which is exempt from competitive bidding pursuant to NRS 332.115 subsection 1 (m) and NRS 332.195 providing Carson City's approved funding and purchasing procedures are followed (Contract No. 1314-131, PO No. 7743) *(Kim Belt)*

Explanation for Recommended Board Action: Public Works is proposing to purchase one (1) TYMCO high Lift Street Sweeper to replace an existing sweeper which can no longer be repaired economically. Pursuant to **NRS 332.115 subsection 1 (m) and NRS 332.195**, staff is requesting the Board of Supervisors declare that the contract is not adapted to award by competitive bidding and authorize all city departments to be able to place orders from this contract providing Carson City's approved funding and purchasing procedures are followed.

NRS 332.115 Contracts not adapted to award by competitive bidding; purchase of equipment by local law enforcement agency, response agency or other local governmental agency; purchase of goods commonly used by hospital.

1. Contracts which by their nature are not adapted to award by competitive bidding, including contracts for:

(m) Supplies, materials or equipment that are available pursuant to an agreement with a vendor that has entered into an agreement with the General Services Administration or another governmental agency located within or outside this State;

are not subject to the requirements of this chapter for competitive bidding, as determined by the governing body or its authorized representative.

NRS 332.195 Joinder or mutual use of contracts by governmental entities.

1. A governing body or its authorized representative and the State of Nevada may join or use the contracts of local governments located within or outside this State with the authorization of the contracting vendor. The originally contracting local government is not liable for the obligations of the governmental entity which joins or uses the contract.

2. A governing body or its authorized representative may join or use the contracts of the State of Nevada or another state with the authorization of the contracting vendor. The State of Nevada or other state is not liable for the obligations of the local government which joins or uses the contract.

(Added to NRS by 1975, 1539; A 1985, 357; 1999, 1686; 2001, 1320; 2003, 2263; 2005, 2556)

Applicable Statute, Code, Policy, Rule or Regulation: NRS 332.115 subsection 1 (m) and NRS 332.195

Fiscal Impact: \$240,195.00

Explanation of Impact: If approved the below account could be reduced by \$240,195.00.

Funding Source: 505-3702-437-77-75 as provided for in FY2013/2014. There is currently a \$179,805.00 balance remaining in this account for FY 2013/2014 after augmentation there will be \$240,195.00 for FY 2013/2014 and after reimbursement from NDEP of \$75,442.00, Carson City's total cost will be \$164,753.00.

Supporting Material: PO 7743 and quote from H-GAC.

Prepared By: Kim Belt, Purchasing and Contracts Manager

| | |
|---------------------------|-----------------------|
| Reviewed By: _____ | Date: <u>12-10-13</u> |
| (Public Works) | |
| _____ | Date: <u>12/10/13</u> |
| (City Manager) | |
| _____ | Date: <u>12/10/13</u> |
| (District Attorney) | |
| _____ | Date: <u>12/10/13</u> |
| (Finance Director) | |

Board Action Taken:

| | | |
|---------------|----------|---------|
| Motion: _____ | 1) _____ | Aye/Nay |
| | 2) _____ | _____ |
| | | _____ |
| | | _____ |
| | | _____ |

(Vote Recorded By)



PURCHASE ORDER
 CITY OF CARSON CITY
 PURCHASING & CONTRACTS
 201 NORTH CARSON ST #11
 CARSON CITY, NV 89701

**PURCHASE
 ORDER NO.
 007743**

DATE: 12/5/2013

VENDOR PHONE: (254)799-5546
 VENDOR FAX: () -
 VENDOR #: 2664702
 VENDOR ADDRESS: TYMCO INC
 PO BOX 2368
 WACO, TX 76703

SHIP TO: PUBLIC WORKS
 3505 BUTTI WAY
 CARSON CITY, NV 89701

Our P.O. # MUST Appear on ALL Invoices, Packages and Correspondence

| | | | | | |
|------------|-------------------|-----------------------------------|------------------|---------------|------------------|
| DELIVER BY | | REQUISITION # | REQUISITION DATE | CONFIRMED BY | |
| 12/12/2013 | | 0000008436 | 12/05/2013 | | |
| FOB | | ACCOUNT NUMBER | | AUTHORIZED BY | |
| | | 5053702437775 | | KIM BELT | |
| ITEM # | QUANTITY/ UNIT | DESCRIPTION ARTICLE OR SERVICE | | UNIT COST | EXTENDED COST |

| | | | | |
|---|-------------------------|--|--------|------------|
| 1 | TYMCO HIGH LIFT SWEEPER | | | |
| | 240,195.00 | | 1.0000 | 240,195.00 |
| | / NA | | | |

CONTRACT 1314-131

| | |
|------------------------------|---------------------|
| TOTAL PURCHASE AMOUNT | \$240,195.00 |
|------------------------------|---------------------|

Send Original and One Copy of Invoice to:
PUBLIC WORKS
3505 BUTTI WAY
CARSON CITY, NV 89701

AUTHORIZED SIGNATURE *Wendy Paulson*

PURCHASE REQUISITION NBR: 0000008436

STATUS: DEPT APPROVAL -UNLIMITED
REASON: STREET SWEEPER

DATE: 12/05/13

DELIVER BY DATE: 12/12/13

REQUISITION BY: LEETK
SHIP TO LOCATION: PUBLIC WORKS

SUGGESTED VENDOR: 2664702 TYMCO INC

| LINE NBR | DESCRIPTION | QUANTITY UOM | UNIT COST | EXTEND COST | VENDOR PART NUMBER |
|----------|---|--------------|-----------|------------------|--------------------|
| 1 | TYMCO HIGH LIFT SWEEPER COMMODITY: CARSON CITY PAYMENT SUBCOMM: CARSON CITY PAYMENT | 240195.00 | NA | 1.0000 240195.00 | |

REQUISITION TOTAL: 240195.00

ACCOUNT INFORMATION

LINE # 1
ACCOUNT 5053702437775
CAPITAL OUTLAY
EQUIPMENT

PROJECT

%
100.00

AMOUNT
240195.00

240195.00

REQUISITION IS IN THE CURRENT FISCAL YEAR.

115

| | |
|----------------------|-----------------|
| ACCOUNTS PAYABLE | |
| FPO | REC <i>N</i> 30 |
| Date: <i>12/5/13</i> | Approved |