



MAYOR & COUNCIL COMMUNICATION

DATE: May 20, 2014
REGULAR
ITEM 10
MOTION

AGENDA ITEM: Park Equipment Purchases

SUBMITTED BY: Michael Bouthilet

THROUGH: Dean Zuleger, Adam Bell

REVIEWED BY: Parks Commission, Maintenance Advisory Committee
Finance Committee, Administrator Zuleger, and Finance Director Bendel

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item City Administrator
- Report/Presentation.....City Administrator
- Questions from Council to Staff..... Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion..... Mayor & City Council
- Action on Motion..... Mayor Facilitates

POLICY RECOMMENDER:

Michael Bouthilet, Public Works/Parks Department.

FISCAL IMPACT: \$84,284.76

Combined total purchase price of a new 2014 trailer, 2015 Ford F250 Pickup with plow, and 2014 Kubota Utility Vehicle with ball field and X-C ski groomers.

SUMMARY AND ACTION REQUESTED:

Requesting authorization to purchase:

- 20 Foot Towmaster Trailer.....\$6,617.75
- 2015 Ford F250 Pick-Up.....\$29,274.87
- Plow for F250 Pick-Up.....\$7,267.00
- Kubota RTV-X1100C Utility Vehicle.....\$25,131.14
- Tracks for Utility Vehicle.....\$4,850.00
- X-C Ski Groomer for Utility Vehicle.....\$4,097.00
- X-C Ski Track Setter for Utility Vehicle.....\$1,395.00
- Infield Groomer/Level/Revivify for Utility Vehicle.....\$2,382.00
- Turbo for Utility Vehicle.....\$2,910.00

The recommended motion for this action is as follows:

“Move to purchase a new 2014 trailer, 2015 Ford F250 Pickup with plow, and 2014 Kubota Utility Vehicle with ball field and X-C ski groomers not to exceed the amount of \$84,284.76.”

LEGISLATIVE HISTORY:

Last year the Council approved a full time staff employee, tasked with a primary role of upgrading the overall natural features, amenities, safety, and aesthetics in the parks. In addition, the seasonal employment staff has been expanded.

BACKGROUND INFORMATION (SWOT)

Currently the Public Works Department utilizes:

<u>EQUIPMENT</u>	<u>TYPICAL NON-WINTER USE</u>
• 2000 compact pick-up	Personnel transport, parts/supplies, small tools.
• 1991 ½ ton pick-up	Personnel transport, parts/supplies, small tools. (recc. auction)
• 1998 ¾ ton pick-up	Trailers two mowers or Cushman truckster.
• 2012 ¾ ton pick-up	Superintendents primary vehicle. Trailers asphalt roller.
• 2003 1 ton hoist	Asphalt or excavation material transport.
• 2009 1 ton hoist	Asphalt or excavation material transport.
• 2007 E-Van	Utilities

The additional staffing is limited by available transport and towing capabilities. The trailer currently utilized to transport the mowers was re-configured “in house” to accommodate transporting a 6 foot and 11 foot mower together. This was a temporary adjustment dictated by a lack of transport, even prior to the additional staffing. The trailer was not designed for our current use and an appropriate trailer should be purchased and utilized.

The utility vehicle will not only be used in daily park maintenance and X-C ski grooming, but within limits, also adds transport capacity.

Strengths

- The addition of a pick-up and trailer will allow seasonal staff tasked with mowing, a routine use of a safe truck and trailer transport. Also, this will allow our full time park maintainer to make the most appropriate choice of vehicle depending on task. This truck has identical specifications and options to the 2012 F-250. Build out specifications results in making this identical to a Ford F-350 1 ton truck, but at a reduced cost.
- For over 20 years there has been a call for the City staff to purchase and groom the ski trails in Sunfish Lake Park. The cost of even used groomers was deemed too high for equipment used typically 3 months a year. Smaller trail groomers designed to be pulled by specialty snowmobiles or tracked utility vehicles have made this economically viable. The utility vehicle fills a needed role in park and ball field maintenance, and installing tracks in fall enables staff to groom ski trails all winter. The State X-C Grant re-imbues the City 90% of grooming equipment hourly rate. Previously the City would pass these and additional funds to Washington County for contract grooming.

Weaknesses:

- 1991 ½ ton will be sold on Public Surplus Auction. Unknown revenue return. Current re-configured trailer will be returned to original manufactured status and kept in fleet. Lose mower transport back-up, gain designed use capability.
- Extreme snow events may require Washington County to assist with the first pass on trails. Operators with this same set up have indicated heavy drifting, or deep and very wet snow, can be a challenge. Fortunately there is very limited drifting on Sunfish trails.

Opportunities:

- If the additional transport capacity and service equipment need is added now, it is expected to assist in evaluating and programing maintenance equipment requirements associated with future growth.
- Grooming will be secondary to street plowing, but expectations are City Staff will be ahead of the County schedule and groom more often between snow events. There may be the opportunity to lay ski tracks in other areas of the City or for special events.

Threats

- Additional equipment and personnel on the streets comes with an additional liability. “Cost of doing business.”
- It is expected that the majority of grooming will be in low light or dark conditions. This is dictated by the personnel time available, in addition to providing the best snow grooming conditions. Initially we will deploy a two man crew. Once a safe comfort level is established, one man operation protocols will be established for communications and status checks.

The Maintenance Advisory Committee reviewed all equipment, specifications, and options and voted 3-0 to approve the purchase of all equipment as currently presented in this agenda item.

All prices are on the State Cooperative Purchasing Venture Contract except for the X-C groomer.

Funds to purchase the truck will be funded 50/50 from the General Fund and the Parks Fund.

Funding for the Utility Vehicle and trailer will be 100% from the Parks Fund.

RECOMMENDATION:

The recommended motion for purchasing this equipment is as follows:

“Move to purchase a new 2014 trailer, 2015 Ford F250 Pickup with plow, and 2014 Kubota Utility Vehicle with ball field and X-C ski groomers not to exceed the amount of \$84,284.76.”