



AGENDA SECTION	CONSENT
MEETING DATE	NOVEMBER 23, 2020

CITY OF COLUMBIA HEIGHTS - COUNCIL LETTER

ITEM:	ACQUISITION OF A TOYOTA MINI-TRUCK		
DEPARTMENT:	Public Works	CITY MANAGER'S APPROVAL:	
BY/DATE:	Kevin Hansen / November 18, 2020	BY/DATE:	<i>Kell Bongel</i> 11/20/20
CITY STRATEGY:	#3: Affordability		
Additional Strategy?	N/A		
SHORT TERM GOAL (IF APPLICABLE):			
Additional Goal?			

BACKGROUND:

The Toyota Mini-Truck is an all-wheel drive UTV with a dump box. It is both a versatile and capable small vehicle that can serve multiple departments and be used year round. After attending a meeting at a neighboring city, a mini-truck was observed in use. After speaking with their staff, the Minnesota dealer was contacted and a used mini-truck from the dealer was provided for demo. After using the vehicle across Public Works departments, staff has identified multiple specific uses (attached).

ANALYSIS/CONCLUSIONS:

Staff has identified the following key reasons for how a Toyota UTV would improve operations and efficiencies in Public Works:

- Low initial vehicle cost and low cost of operation.
- Strong, positive feedback from employees and multiple identified uses for the vehicle.
- In response to COVID-19, Public Works must limit the number of people allowed in vehicles. The mini-truck is the most affordable and well-rounded vehicle to keep a level of service expected by the residents and address the shortage of vehicles in response to COVID-19.
- The steering wheel is on the vehicle's right side, which offers an enhanced safety feature for performing various right of way activities. The driver can safely exit the vehicle on the roadway's shoulder instead of into oncoming traffic.
- Support for plowing pathways and tight alleys.

In reviewing the vehicle with the MN dealer, vehicle trade-in(s) was discussed. Public Works has six vehicles that were slated for auction this year. Before pursuing the possibility of trade-in(s) with the dealer, staff reviewed this matter with the City Manager, Finance Director and City Attorney. Provided that, the determination of accepted trade value was established, trading in more than one vehicle is acceptable from a legal and procedural perspective.

The following trade-in values have been identified:

1						
2	2020 KBB Estimated Trade-In Value					
3	List 1A					
4	Year	Make	Model	Mileage	Condition	Trade-In
5	2009	Chevrolet	Impala	60,767	Good	\$ 4,513.00
6	2001	Ford	Expedition	95,751	Fair	\$ 1,919.00
7	2007	Ford	Crown VIC	85578	Good	\$ 1,755.00
8	2009	Ford	Crown VIC	63673	Good	\$ 3,424.00
9	2010	Chevrolet	Impala	79408	Good	\$ 4,232.00
10	2008	Dodge	Charger	110671	Good	\$ 3,019.00
11	Total					\$ 18,862.00
12						
13						
14						
15						
16	2020 NADA Estimated Trade-In Value					
17	List 1B					
18	Year	Make	Model	Mileage	Condition	Trade-In
19	2009	Chevrolet	Impala	60,767	Good	\$ 2,662.00
20	2001	Ford	Expedition	95,751	Fair	\$ 1,812.00
21	2007	Ford	Crown VIC	85578	Good	\$ 2,025.00
22	2009	Ford	Crown VIC	63673	Good	\$ 2,512.00
23	2010	Chevrolet	Impala	79408	Good	\$ 3,975.00
24	2008	Dodge	Charger	110671	Good	\$ 2,700.00
25						\$ 15,686.00
26						

Using the KBB vehicle values, a no-cost trade for the \$19,550 vehicle has been offered by the dealer. Taxes and license will be paid by the City.

STAFF RECOMMENDATION:

Public Works is recommending the acquisition of a new 2021 Toyota Mini-Truck, purchased from AR-MAR Service located in Bemidji, Minnesota at a net cost of \$0.00, plus tax and license.

RECOMMENDED MOTION(S):

Authorize the acquisition of one Daihatsu (Toyota) model S510P Mini-Truck at a purchase cost of \$19,550, deducting for trade in value for a final cost of \$0.00, plus tax and license.

ATTACHMENT(S): Mini-truck Uses
Vehicle Photos (stock)

PUBLIC WORKS MINI TRUCK USES

Park Department

Spring:

- A 4x4 truck is difficult to drive around park pathways. A mini-truck will reduce the potential of accidents that occur in the parks with our seasonal help due to driving a large vehicle along the pathways.
- The mini truck's lightweight footprint and low PSI tires reduce turf damage and enable crews to clean up parks in a more efficient manner.
- Other benefits from a light footprint:
 - Park event setup and takedown
 - Snow fence installation
 - Playground construction
 - Shelter maintenance
 - Irrigation repair
 - Storm clean-up

Summer:

- Jamboree set up utilizing the mini-truck is a better vehicle to post No Parking signs along Central and 40th Avenues due to its small size.
- The mini-truck will help Park staff clean up the parks after the jamboree event. The mini-truck will also aid in picking up No Parking signs and road cones.
- The mini-truck will help set up the beach swimming area by transporting the buoys, chains, and anchors down to the lake. It's 4x4 capability will also prevent the truck from getting stuck on the beach and rutting up the beach sand.
- The mini-truck's hydraulic dump box will aid in mulching trees off the pathway network, city-owned buildings, and transporting bare-root trees for planting.
- The hydraulic dump can be used in numerous ways for transporting materials around the park grounds without tearing up the grass.
- The mini-truck will help water the new trees planted in the TH 47 median safely. The mini-truck can drive down the center median, keeping crews out of the fast lane.
- The mini-truck is the perfect setup to maintain city flower beds along Central Ave, Wargo Court, JPM, and City Hall.
- The compact design enables the mini-truck to drive down the sidewalk, which helps support crews closer to the job site and keeps them off busy streets.
- The mini-truck will aid with graffiti removal in tight, hard-to-reach areas when towing the trailer mounted pressure washer.
- The mini-truck offers an additional vehicle option for lining ballfields and maintaining the pools.

Fall

- With dump bed capabilities, cleaning up deadhead plants and shrubs for winter preparations can be done more efficiently.

Winter

- In response to Public Works taking on additional pathways to maintain, the mini-truck offers an incredibly versatile snow plowing option.
- Western, Boss, and Buyers snowplow manufacturers offer a fully hydraulic UTV V-plow that could plow pathways as an affordable, efficient way to plow trails.
- The mini-truck can also support de-icing and anti-icing operations with many different combinations of readily available equipment.
- The mini-truck stands out in its ability to support sidewalk, alley, and road ice prevention.
- The mini-truck would also help a small crew carry snow blowers, shovels, and walk-behind spreaders for storm touch-ups. This would eliminate taking a large 4x4 off plowing operations.

Sign Department

Spring/ Summer/ Fall

- The only truck currently available for the Sign and Signal Department is a large F-450 bucket truck. The bucket truck is an expensive piece of equipment to own and maintain and many daily tasks the Sign Department performs does not require the use of a bucket truck. To keep costs down, wear and tear to a minimum, and extend the life of the bucket truck, the mini-truck could be used to tow the small aluminum trailer that carries the painter throughout the summer to touch up roadways.
- The mini-truck demo offered a more user-friendly way to set up and take down type three barricades.

Street Department

Spring / Summer

- During the demo, the mini-truck was sent out to respond to numerous illegal dumping complaints. The mini-truck was a more comfortable way to load the items into the bed than a pickup truck. The mini-truck's low vehicle height and removable sides are unmatched.
- The mini-truck also offers another vehicle option, which can sometimes be an issue due to the timing request and short notification of illegal dumping violations.

Winter

- The Street Department could utilize the small size and incredible maneuverability of the mini-truck to plow tight alleys that are difficult for the 4x4 trucks to plow.
- The mini-truck could also salt those same alleys that are incredibly tight, steep, and dangerous for a large class B truck to handle.

