



# Folsom City Council Staff Report

<b>MEETING DATE:</b>	11/8/2022
<b>AGENDA SECTION:</b>	Consent Calendar
<b>SUBJECT:</b>	Resolution No.10944 – A Resolution Authorizing the City Manager to Execute an Agreement with The Pape Group, Inc. dba Ditch Witch West for the Purchase of a Trailer Mounted Vacuum and Appropriation of Funds
<b>FROM:</b>	Environmental and Water Resources Department

**RECOMMENDATION / CITY COUNCIL ACTION**

The Environmental and Water Resources Departments recommends that the City Council pass and adopt Resolution No. 10944 – A Resolution Authorizing the City Manager to Execute an Agreement with The Pape Group, Inc. dba Ditch Witch West for the Purchase of a Trailer Mounted Vacuum and Appropriation of Funds.

**BACKGROUND / ISSUE**

The Environmental and Water Resources Department (EWR) recognizes the need to have functional equipment available in order to provide reliable, efficient and responsive service. The trailer mounted vacuum currently used by the Utility Maintenance Division is failing and based on a review by Fleet staff it is recommended for replacement.

This resolution authorizes the City Manager to execute an agreement with The Pape Group, Inc. dba Ditch Witch West for the Purchase of a Trailer Mounted Vacuum for a total amount of \$73,309.11.

**POLICY / RULE**

Section 2.36.120 of the Folsom Municipal Code states, in part, that contracts for supplies, equipment, services, and construction with an estimated value of \$66,141 or greater shall be awarded by the City Council.

**ANALYSIS**

The Utility Maintenance Division repairs water and wastewater infrastructure within the City. The trailer mounted vacuum is a critical piece of equipment used in excavation work. Use of a trailer mounted vacuum reduces the impact of excavation work on the surface area and is therefore a safer and cleaner alternative to excavation by hand.

The pressure washer system on the current trailer mounted vacuum has failed, and due to the age of the equipment, there is limited availability of spare parts for replacement. Consequently, Fleet staff recommended that the current trailer mounted vacuum be retired.

EWR staff obtained the following quotes for a replacement trailer mounted vacuum.

Vendor	Quote
Municipal Maintenance Equipment	\$150,358.23
Allquip Universal Inc.	\$86,320.00
Ditch Witch West	\$73,309.11

EWR is requesting authority to purchase the equipment from The Pape Group, Inc. dba Ditch Witch West based on them providing the lowest quote.

**FINANCIAL IMPACT**

The cost to purchase the trailer mounted vacuum will be equally shared between the Water Operating Fund (Fund 520) and the Sewer Operating Fund (Fund 530). Sufficient funds are budgeted and available in FY 2022-23 in the Water Operating Fund (Fund 520) in the amount of \$36,655. An additional appropriation in the amount of \$36,655 will be required to purchase this vehicle in the Sewer Operating Fund (Fund 530). Staff proposes to transfer \$36,655 for the Capital Replacement Fund (Fund 602) to the Sewer Operating Fund (Fund 530) as a transfer out from the Capital Replacement Fund.

The replaced equipment will be sold in accordance with Folsom Municipal Code, section 2.36.220, Disposition of surplus personal property.

**ENVIRONMENTAL REVIEW**

This action is exempt from environmental review under the California Environmental Quality Act (CEQA).

**ATTACHMENT**

Resolution No. 10944 – A Resolution Authorizing the City Manager to Execute an Agreement with The Pape Group, Inc. dba Ditch Witch West for the Purchase of a Trailer Mounter Vacuum and Appropriation of Funds

Submitted,

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Marcus Yasutake, Director  
ENVIRONMENTAL AND WATER RESOURCES DEPARTMENT

**RESOLUTION NO. 10944**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH THE PAPE GROUP, INC. DBA DITCH WITCH WEST FOR THE PURCHASE OF A TRAILER MOUNTED VACUUM AND APPROPRIATION OF FUNDS**

**WHEREAS**, Environmental and Water Resources Department staff has validated the need to purchase a replacement trailer mounted vacuum; and

**WHEREAS**, staff obtained three quotes for a trailer mounted vacuum; and

**WHEREAS**, The Pape Group, Inc. dba Ditch Witch West provided the lowest quote for the equipment; and

**WHEREAS**, sufficient funds are budgeted and available in the Water Operating Fund (Fund 520) for this purchase; and

**WHEREAS**, an additional appropriation will be required in the Sewer Operating Fund (Fund 530) for this purchase; and

**WHEREAS**, staff is proposing to transfer from the Capital Replacement Fund (Fund 602) the additional funds needed, in the amount of \$36,655; and

**WHEREAS**, sufficient funds are available in the Capital Replacement Fund (Fund 602) for this transfer; and

**WHEREAS**, replaced equipment will be sold in accordance with Folsom Municipal Code section 2.36.220, Disposition of surplus personal property; and

**WHEREAS**, the agreement will be in a form acceptable to the City Attorney:

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Folsom authorizes the City Manager to execute an Agreement with The Pape Group, Inc. dba Ditch Witch West for the purchase of a Trailer Mounted Vacuum for a not-to-exceed amount of \$73,309.11.

**BE IT FURTHER RESOLVED** that the Finance Director is authorized to appropriate \$36,655 in the Capital Replacement Fund (Fund 602) as a transfer to the Sewer Operating Fund (Fund 530) and to appropriate an additional expense and revenue in the Sewer Operating Fund (Fund 530) in the amount of \$36,655.

**PASSED AND ADOPTED** this 8<sup>th</sup> day of November, 2022, by the following roll-call vote:

**AYES:** Councilmember(s):  
**NOES:** Councilmember(s):

**ABSENT:** Councilmember(s):  
**ABSTAIN:** Councilmember(s):

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Kerri M. Howell, MAYOR

ATTEST:

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Christa Freemantle, CITY CLERK

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