

**CITY OF MARSHALL
AGENDA ITEM REPORT**

Meeting Date:	Tuesday, February 23, 2021																																				
Category:	AWARD OF BIDS																																				
Type:	ACTION																																				
Subject:	Consider Award of Bids for Street Sweeper for the Street Department.																																				
Background Information:	<p>The City opened bids on July 10, 2020 for replacement of the street sweeper for the Street Department. The City currently operates a 2015 Elgin Pelican street sweeper. At this time, one bid was received from MacQueen Equipment of St. Paul, MN. MacQueen Equipment has the State contract for their Elgin Street sweepers.</p> <p>At the July 14, 2020 City Council meeting, Council requested City staff to consider keeping the 2015 Elgin Pelican street sweeper instead of trading it in for \$68,200. By keeping the 2015 sweeper, the City is afforded redundancy with operations, the City may run two machines in tandem during early spring and fall time when demand is high, and the City could defer future street sweeper replacements by spreading machine time between two sweepers.</p> <p>At their meeting on July 14, 2020, the City Council tabled action on this item to the July 28, 2020 meeting to allow for staff to review the Surface Water Management Utility budget to ensure that the fund could absorb the additional \$68,200 cost of not trading in the sweeper. After reviewing the budget, it was determined that the purchase could be financed by utilizing Surface Water Management Fund reserves.</p> <p>At the July 28, 2020 meeting the City Council voted to deny the street sweeper purchase and defer a future purchase into 2021. The Council cited the opportunity to submit a Surface Water Management Utility budget that included funding for a new street sweeper purchase without trade-in. Further, Councilman Labat requested City staff to check with other cities to inquire how many street sweepers other cities operate.</p> <p>The 2021 Capital Improvement Plan (CIP) includes \$245,000 for the purchase of a new street sweeper. This figure allows for the new purchase while also allowing for the City to keep its existing 2015 sweeper in the fleet.</p> <p>Further, City staff has checked with other area communities to inquire about their street sweeping equipment. Out of respect for their time, we simply asked how many street sweepers and/or leaf vacuums their Public Works Departments operate. The responses are as follows:</p> <table border="1" data-bbox="618 1648 1203 2011"> <thead> <tr> <th>City</th> <th>Sweeper</th> <th>Leaf Vacuum</th> </tr> </thead> <tbody> <tr> <td>Albert Lea</td> <td>2</td> <td>1</td> </tr> <tr> <td>Fairmont</td> <td>2</td> <td>1</td> </tr> <tr> <td>Hutchinson</td> <td>2</td> <td>4</td> </tr> <tr> <td>New Ulm</td> <td>1</td> <td>0</td> </tr> <tr> <td>Northfield</td> <td>1</td> <td>0</td> </tr> <tr> <td>North Mankato</td> <td>2</td> <td>2</td> </tr> <tr> <td>Owatonna</td> <td>2</td> <td>1</td> </tr> <tr> <td>St Peter</td> <td>2</td> <td>1</td> </tr> <tr> <td>Waseca</td> <td>1</td> <td>1</td> </tr> <tr> <td>Willmar</td> <td>2</td> <td>0</td> </tr> <tr> <td>Worthington</td> <td>2</td> <td>0</td> </tr> </tbody> </table>	City	Sweeper	Leaf Vacuum	Albert Lea	2	1	Fairmont	2	1	Hutchinson	2	4	New Ulm	1	0	Northfield	1	0	North Mankato	2	2	Owatonna	2	1	St Peter	2	1	Waseca	1	1	Willmar	2	0	Worthington	2	0
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	<p>Some communities gave specific feedback as to the exact type of equipment they operate, while others were generic by indicating the number of sweepers and vacuums. In reviewing this information, it is evident that most communities are operating multiple sweepers.</p> <p>City staff has reached out to MacQueen Equipment regarding the State contract purchase price of the Elgin Pelican NP Dual street sweeper. MacQueen has indicated that the State contract price is the same as bid last summer through March 1, 2021. Therefore, City staff would like the Council to authorize the purchase of the Elgin Pelican NP Dual street sweeper from MacQueen Equipment at this meeting to ensure the best purchase price available.</p>
Fiscal Impact:	The total cost of purchasing the new street sweeper is \$240,259. The approved 2021 Capital Equipment budget included \$245,000 for the purchase of this unit from the Surface Water Management Utility fund.
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	that the Council authorize the purchase of a new 2020 Elgin Pelican NP Dual Street Sweeper for the Street Department from MacQueen Equipment of St. Paul, Minnesota, in the amount of \$240,259. The current 2015 Elgin Pelican street sweeper will be retained by the City Street Department and will be used to supplement City street sweeping operations.