



# City of San Leandro

Meeting Date: April 16, 2018

## Staff Report

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**File Number:** 18-147

**Agenda Section:** CONSENT CALENDAR

**Agenda Number:** 8.E.

**TO:** City Council

**FROM:** Jeff Kay  
Interim City Manager

**BY:** Debbie Pollart  
Public Works Director

**FINANCE REVIEW:** David Baum  
Finance Director

**TITLE:** Staff Report for a Resolution to Approve a Budget Transfer in the Amount of \$20,932.08 for the Purchase of an Electric Hybrid Vehicle to Replace the Existing Water Pollution Control Plant (WPCP) Sedan

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### SUMMARY AND RECOMMENDATIONS

Staff requests City Council approval to transfer \$20,932.08 from WPCP fund 593-52-113-7410 to Public Works Equipment Maintenance fund 690-16-002-7510. These funds will be used to purchase a replacement vehicle for the WPCP administrative staff.

### BACKGROUND

WPCP administrative staff is overdue for a replacement vehicle. WPCP staff seek to replace the current sedan with a vehicle that would allow for groups to easily drive to trainings, seminars, and tests, which would be preferable to taking multiple vehicles. The vehicle would need a range of at least 200 miles round trip to some of the events WPCP personnel attend, and should seat at least seven people.

Staff originally planned to replace the sedan with a Transit van. However, because the WPCP has an electric vehicle charger, and because clean vehicle rebates are available, staff determined that it would be environmentally responsible to replace the sedan with a plug-in hybrid. The only vehicle that qualified for a rebate that would meet the above objectives was a Chrysler Pacifica Hybrid. Alameda County did have a price option for the Pacifica. Thus, staff issued a bid to procure this vehicle for the WPCP staff.

WPCP fund 593-52-113-7410 has remaining funds since the winning bid for an equipment purchase budgeted in this account came in at a much lower price than estimated.

### Analysis

The Equipment Maintenance fund has \$22,503 budgeted for the replacement of the WPCP sedan. The bid for the vehicle was \$39,570, and taxes and fees brought the total cost to \$43,435.08. To complete the purchase, staff needs to transfer \$20,932.08 from WPCP fund 593-52-113-7410 to Equipment Maintenance fund 690-16-002-7510. The rebate, when received, will be returned to the enterprise fund.

### **Current Agency Policies**

- Climate Action Policy 4.5 Goal: Encourage the use of fuel efficient vehicles, low carbon fuels and more efficient traffic operations

### **Applicable General Plan Policies**

- Action EH-3.9.A: Replacement of City Vehicle Fleet. Pursue the gradual replacement of the City's passenger vehicle fleet with vehicles using cleaner-burning fuels, such as natural gas and electricity.

### **Fiscal Impacts**

This will result in a fiscal impact of \$20,932.08, as \$22,503 was previously budgeted for a replacement vehicle, with \$5,250 of that being returned to the enterprise fund in the form of a rebate.

### **Budget Authority**

The total for purchasing the hybrid vehicle is \$43,435.08. \$22,503 was budgeted in account 690-16-002-7510 for the replacement of the WPCP sedan, and \$5,250 will be reimbursed from the State's Clean Vehicle Rebate organization. Funds are available in WPCP account 593-52-113-7410 due to a budgeted item costing less than expected. These excess funds can be transferred to the Equipment Maintenance fund to complete the purchase of the hybrid vehicle.

### **Attachment(s) to Related Legislative Files**

- N/A

**PREPARED BY:** Judy Walker, Acting Plant Manager, Water Pollution Control Division, Public Works Department



# City of San Leandro

Meeting Date: April 16, 2018

## Resolution - Council

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**File Number:** 18-148 **Agenda Section:** CONSENT CALENDAR

**Agenda Number:**

**TO:** City Council

**FROM:** Jeff Kay  
Interim City Manager

**BY:** Debbie Pollart  
Public Works Director

**FINANCE REVIEW:** David Baum  
Finance Director

**TITLE:** RESOLUTION Authorizing a Budget Transfer in the Amount of \$20,932.08 for the Purchase of an Electric Hybrid Vehicle to Replace the Existing Water Pollution Control Plant (WPCP) Sedan

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WHEREAS, the WPCP administrative staff sedan is due to be replaced; and  
WHEREAS, staff desires to replace the current vehicle with a fuel-efficient vehicle; and  
WHEREAS, a competitive bid was held for the purchase of a Chrysler Pacifica Hybrid vehicle; and

WHEREAS, additional funds are required over the budgeted amount to complete the purchase.

NOW, THEREFORE, the City Council of the City of San Leandro does RESOLVE as follows:

1. That a budget transfer in the amount of \$20,932.08 from the WPCP Fund 593-52-113-7410 to the Equipment Maintenance Fund 690-16-002-7510 is authorized; and
2. That the expenditure of these funds to complete the purchase of a Chrysler Pacifica Hybrid vehicle for WPCP administrative staff is approved.