

## **Agenda Item: 8A**



## STAFF REPORT

**TO:** Board of Directors

**PREPARED BY:** Steven Palmer, PE, General Manager

**SUBJECT:** Authorize Purchase of Two Replacement Ford F-150s

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### **RECOMMENDATION**

Adopt a resolution authorizing the purchase of two replacement Ford F-150s for a total price of \$109,262.

### **BACKGROUND**

At the February 2025 Board meeting, the Board approved the surplus and sale of a 2013 Ford F150 and 2021 Dodge 1500 was purchased in 2021. Those trucks are planned to be sold at a public auction in April. The estimated net revenue to the District from the sale of the trucks is \$20,000.

Until replacement trucks can be acquired, on-call staff is driving the flatbed service truck (2013 F-250) home each night and Plant Manager Jim King is driving a rental truck from Enterprise Rentals. The District needs to purchase replacement trucks as soon as practical to reduce the mileage on the service truck and eliminate the monthly rental costs.

### **DISCUSSION**

The District's Purchasing Policy allows the District to "piggy back" the purchase of supplies and equipment with another public agency. In this case, the State of California administers a competitive bid process every few years to obtain pricing for fleet vehicles from select vendors. This allows the District to contact vendors from the State list and order vehicles without obtaining multiple quotes. (<https://www.dgs.ca.gov/PD/Resources/Page-Content/Procurement-Division-Resources-List-Folder/Statewide-Contract-Fleet-Vehicles>)

Assistant Plant Manager Justin Vosburgh used the State list of vendors and vehicle pricing to obtain a quote for a truck from Sacramento Ford with the following specifications and options:

- 2024 F-150 Supercab 4x4
- Locking rear axle
- Upgraded tires
- Skid plates
- Running boards
- Trailer brake controller
- Backup alarm
- Bedliner
- Roof beacon
- Suspension level kit
- 5-year service plan

The total price including all taxes and dealer fees is \$54,631 per each truck. Sacramento Ford has one truck in stock and can order a second truck. The second truck will take 14-16 weeks to be delivered. Staff is requesting that the Board approve the purchase of both trucks. The Fiscal Year 2024/2025 budget is proposed to be amended to include the purchase of one truck.

Signing of the purchase agreement and payment for the second truck will occur after the truck is delivered, so the cost of that purchase will be included as part of the proposed Fiscal Year 2025/2026 Operating Budget.

The attached resolution approves the purchase of both trucks and amends the Fiscal Year 2024/2025 budget to include the purchase of one truck, and revenue from the sale of the two existing trucks.

**FISCAL IMPACT**

The adopted Fiscal Year 2024/2025 Operating Budget does not include the purchase of new trucks. This action will increase expenses by \$54,631, which is partially offset by sale of the trucks. The total impact is estimated to reduce operating fund balance at the end of the current fiscal year from \$252,352 to \$217,352

**CEQA ASSESSMENT**

This is not a CEQA Project

**ATTACHMENTS**

1. Price Quote
2. Budget Amendment
3. Resolution 2025-05



ASW -031325-1105

525 N16TH STREET, SACRAMENTO, CA 95811  
 PHONE: 916-299-3529

**QUOTE**

**Customer**

Name JUSTIN VOSBURGH - DONNER SUMMIT PUBLIC  
 Address 53823 SHERRITT LN  
 City SODA SPRINGS State CA Zip 95728  
 Phone 530-426-9144

DATE 3/13/2025  
 SALES REP AARON  
 PHONE 916-929-0577  
 FOB SACRAMENTO

Qty	Description	Unit Price	TOTAL
1	<b>2024 FORD F150 SUPERCAB PICKUP 4X4</b> STATE OF CALIFORNIA CONTRACT: 1-22-23-20F CLIN: 26 <b>EXTERIOR COLOR: WHITE</b>	\$42,077.00	\$42,077.00
<b>OPTIONS</b>			
<b>PRICING BELOW SUBJECT TO CHANGE</b>			
1	99P - 2.7L V6 ECOBOOST ENGINE	\$0.00	\$0.00
1	XL9 - 3.55 ELECTRONIC LOCKING REAR AXLE	\$470.00	\$470.00
1	T7C - ALL TERRAIN TIRES	\$296.00	\$296.00
1	942 - DAYTIME RUNNING LIGHTS	\$45.00	\$45.00
1	413 - SKID PLATES	\$160.00	\$160.00
1	18B - RUNNING BOARDS	\$250.00	\$250.00
1	67T - INTEGRATED TRAILER BRAKE CONTROLLER	\$275.00	\$275.00
1	85H - BACKUP ALARM	\$220.00	\$220.00
1	96W - SPRAY-IN BEDLINER	\$595.00	\$595.00
1	ULTRA QUOTE # 60556 - BAGS/BEACON/LEVEL/SKID	\$3,917.00	\$3,917.00
1	ESP - EXTRA CARE 5YR/100000MI/\$0DEDUCT	\$2,142.00	\$2,142.00
1	DOC FEE	\$85.00	\$85.00
<b>VIN: 1FTEW1LP8RK31600</b>			
SALES TAX CALCULATED AT:		7.500%	
BASED ON REGISTRATION ADDRESS			

SubTotal	\$50,532.00
DELIVERY	\$300.00
SALES TAX	\$3,789.90
CA Tire Tax	\$8.75
<b>TOTAL</b>	<b>\$54,630.65</b>

**Payment Details**

- Cash
- Check
- Credit Card

Name \_\_\_\_\_  
 CC # \_\_\_\_\_ Expires \_\_\_\_\_

Office Use Only

**\$500 DISCOUNT WITH PAYMENT IN 20 DAYS**

SIGNATURE

DATE

Donner Summit Public Utility District  
 Budget Amendment Form  
 Fiscal Year 2024/2025  
 Amendment No. 3

Date: 3/18/2025  
 Requested by: Steven Palmer  
 Source: Operating Fund

Department	Account	Description	Amount	Current Budget	Revised Budget
<b>Expenses</b>					
<i>Truck Purchase</i>					
	30	8010 Increase Capital Acquisition	\$ 27,500.00	\$ 8,140.00	\$ 35,640
	40	8010 Increase Capital Acquisition	\$ 27,500.00	\$ 6,845.00	\$ 34,345
<i>Subtotal Expenses</i>			\$ 55,000.00		
<b>Revenue</b>					
<i>Truck Sale</i>					
	30	4991 Proceeds from sale of F-150 and Dodge 1500	\$ 10,000.00	\$ -	\$ 10,000
	40	4991 Proceeds from sale of F-150 and Dodge 1500	\$ 10,000.00	\$ 3,000.00	\$ 13,000
<i>Subtotal Revenue</i>			\$ 20,000.00	\$ -	\$ -
<b>Total</b>			<b>\$ (35,000.00)</b>		

Board Approval Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
 General Manager

**RESOLUTION NO. 2025-05**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DONNER SUMMIT PUBLIC UTILITY DISTRICT APPROVING THE PURCHASE OF TWO REPLACEMENT FORD F-150s FOR A TOTAL AMOUNT NOT TO EXCEED \$109,262**

**WHEREAS**, in February the District declared two trucks as surplus and approved their sale by public auction and anticipates a net revenue of \$20,000 from their sale; and

**WHEREAS**, District staff obtained a price quote for replacement trucks through the State of California cooperative purchasing program for fleet vehicles; and

**WHEREAS**, the State contracted vendor has one truck available now and can order another truck for the District which will be delivered in 14-16 weeks; and

**WHEREAS**, this is an unplanned expenditure and a budget amendment is necessary to increase expenses by \$54,631 for the purchase of one truck, and increase anticipated revenues by \$20,000 for the sale of two trucks; and

**WHEREAS**, the Fiscal Year 2025/2026 will need to include \$54,631 to fund the purchase of one replacement truck.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF DONNER SUMMIT PUBLIC UTILITY DISTRICT DOES HEREBY RESOLVE** that the purchase of two trucks for a total amount of \$109,262 is approved and the General Manager is authorized to purchase the vehicles as long as they are programmed in the operating budget.

**BE IT FURTHER RESOLVED** that the attached Budget Amendment No. 3 to increase funding from reserves to purchase one truck is approved.

**PASSED AND ADOPTED** by the Board of Directors of Donner Summit Public Utility District, this 18th day of March 2025, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

DONNER SUMMIT PUBLIC UTILITY DISTRICT

By: \_\_\_\_\_  
Cathy Preis  
President, Board of Directors

ATTEST:

By: \_\_\_\_\_  
Dawn Parkhurst  
Secretary of the Board