



**TO:** Board of Contracts and Awards  
**FROM:** Kurtis D. Kingsolver, P.E., Public Works Director/City Engineer / *FDK*  
 Justin E. Davis, Facilities Division Manager  
 Deanna Pollard, Fleet Parts and Contracts Manager  
**COPY:** City Council, City Manager, City Clerk, SBE Coordinator, LEAP Coordinator, and  
 Richelle Krienke, Finance/Purchasing  
**SUBJECT:** Vehicle/Equipment Parts and Repair Services  
 Request for Bids Specification No. GF15-0245F – October 6, 2015  
**DATE:** September 8, 2015

**SUMMARY:**

The Public Works Department recommends a contract be awarded to Equipment Experts, Inc, Lakewood, WA, in the amount of \$300,000, plus applicable sales tax, for services, repairs and parts for various equipment and vehicles operated by Environmental Services, Solid Waste Management Division, on an as-needed basis, for an initial contract term of three years plus the option for two additional one-year renewal periods, for a projected aggregate contract amount of \$500,000, plus applicable sales tax.

**STRATEGIC POLICY PRIORITY:**

- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

Through this contract, the City’s garbage handling equipment and vehicles are well maintained to deliver dependable garbage, yard waste and recycling services to support the City’s clean and sustainable environment.

**BACKGROUND:**

This contract provides service, repairs, and parts for various equipment and vehicles on an as-needed basis for Environmental Services, Solid Waste Management Division.

**ISSUE:** If not implemented, repair delays could result in service delays to the garbage pickup schedule and Solid Waste Management Division operations.

**ALTERNATIVES:** Increase the fleet staffing level and/or overtime activity. This alternative is inefficient and not recommended because the scope of work is on an as-needed basis, and increasing overtime activity could result in injuries to the fleet mechanics due to fatigue.

**COMPETITIVE SOLICITATION:** Request for Bids Specification No. GF15-0245F was opened on June 2, 2015. Five companies were invited to bid in addition to normal advertising of the project. Four submittals were received.

<u>Respondent</u>	<u>Location (city and state)</u>	<u>Submittal Amount</u>
Equipment Experts, Inc	Lakewood, WA	\$98.50 per hour
Western Peterbilt, LLC	Tumwater, WA	\$ 99.00 per hour
Ben-ko-Matic Co. dba Owen Equipment	Kent, WA	\$110.00 per hour
Ryder System, Inc.	Tacoma, WA	\$116.00 per hour



**CONTRACT HISTORY:** New Contract

**SUSTAINABILITY:** Equipment Experts, Inc recycles all industrial large scale forklift and truck batteries, recycles oil, antifreeze and toners as well as purchases recycled toner for copy machines and printers. Equipment Experts, Inc has active oil/water separators protecting their stormwater drainage system.

**SBE/LEAP COMPLIANCE:** Not applicable.

**RECOMMENDATION:**

The Public Works Department recommends a contract be awarded to Equipment Experts, Inc, Lakewood, WA, in the amount of \$300,000, plus applicable sales tax, for services, repairs and parts for various equipment and vehicles operated by Environmental Services, Solid Waste Management Division, on an as-needed basis, for an initial contract term of three years plus the option for two additional one-year renewal periods, for a projected aggregate contract amount of \$500,000, plus applicable sales tax.

**FISCAL IMPACT:**

The fiscal impact for the initial three year contract term is estimated to be \$300,000, plus applicable sales tax. The fiscal impact for the full five year contract term is estimated to be \$500,000, plus applicable sales tax. The current biennial impact is \$125,000, plus applicable sales tax. The expenditures and revenues are budgeted in Fund 4200 ES Solid Waste.

**EXPENDITURES:**

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Fund 4200 - ES Solid Waste	512000	5330100	\$500,000.00
<b>TOTAL</b>			<b>\$500,000.00</b>

\* General Fund: Include Department

**REVENUES:**

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Fund 4200 - ES Solid Waste	512000	Various	\$500,000.00
<b>TOTAL</b>			<b>\$500,000.00</b>

**FISCAL IMPACT TO CURRENT BIENNIAL BUDGET:** \$125,000 (15 months)

**ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED?** Yes

**IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED.**

N/A