

**WATER RESOURCES AND FACILITY
MANAGEMENT
COMMITTEE MEETING
AND
SPECIAL MEETING OF THE
BOARD OF DIRECTORS**

Wednesday, October 23, 2019

5:00 p.m.

Committee Members:

Charles M. Treviño, Chair

Alfonso "Al" Contreras, Vice Chair



602 E. Huntington Drive, Suite B
Monrovia, CA 91016

(626) 443-2297
www.upperdistrict.org

*The Water Policy Committee meeting is noticed as a joint committee meeting with the Board of Directors for the purpose of compliance with the Brown Act. Members of the Board who are not assigned to the Water Policy Committee may attend and participate as members of the Board, whether or not a quorum of the Board is present. In order to preserve the function of the Committee as advisory to the Board, members of the Board who are not assigned to the Water Policy Committee will not vote on matters before the Committee.

Communications

1. Call to Order
2. Public Comment

Discussion/Action

3. Upper District Vehicle Purchase. *(Staff memorandum enclosed.)*

Oral Reports

- 4.

Other Matters

- 5.

Adjournment

Next Meeting: Tuesday, November 19, 2019 at 5:00 p.m.

American Disabilities Act Compliance

Government Code Section 54954.2(a)



To request special assistance to participate in this meeting, please contact the Upper District office at (626) 443-2297 at least 24 hours prior to meeting.





MEMORANDUM



ITEM. 3

DATE: October 17, 2019
TO: Water Resources and Facility Management Committee and Board of Directors
FROM: General Manager
SUBJECT: Purchase of Replacement District Vehicle

Recommendation

Staff is requesting that the Board of Directors approve the following actions relating to the replacement of the District vehicle:

1. Authorize the General Manager to execute a purchase order with Downtown Ford Sales for the purchase of a new 2020 Ford Expedition in the not-to-exceed amount of \$43,000.
2. Upon fielding of the new vehicle, declare the existing 2003 Ford Expedition as surplus and authorize staff to dispose of the vehicle through the vehicle auction process.

Background

The Upper District owns and maintains one vehicle for conducting District business, a 2003 Ford Expedition. This vehicle has served the District well over the past 17 years and is fully depreciated in both value and service life.

Discussion

Staff proposes to utilize the vehicle procurement services offered through the California Department of General Services (DGS). The DGS Trucks, Vans, and Utility Vehicles program conducts annual and bi-annual bidding and awards, upon which other “local governmental entities” may participate. The advantages of these Leveraged Procurement Agreements (LPA) are significant in that staff time is lessened in the acquisition and, most significantly, the net cost per vehicle is greatly reduced.

Staff is requesting approval to purchase one 2020 Ford Expedition from Downtown Ford Sales in Sacramento, California under the provisions of State of California Contract 1-18-23-23A CLIN 3. Downtown Ford Sales was awarded this contract in April 2018 and it is valid through April 2020. The cost of the 2020 Ford Expedition is \$38,795 with total expenditures (including tax/title/shipping) estimated at \$42,875.

The District’s FY 2019/2020 Budget provides funding for the replacement vehicle.