


**CITY COUNCIL ACTION REQUEST**

<b>Department(s):</b> Finance	<b>CEQA:</b> Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended resulting in no physical changes to the environment)	<b>Coordination:</b> Department of Public Works, City Attorney's Office, City Manager's Budget Office	<b>Dept. Approval:</b> /s/ Julia H. Cooper
<b>Council District(s):</b> Citywide			<b>CMO Approval:</b>  10/14/2021

**SUBJECT: ACTIONS RELATED TO PURCHASE ORDER FOR AT37G AERIAL TRUCK RENTAL SERVICES**

**RECOMMENDATION:**

Adopt a resolution authorizing the City Manager to:

- (a) Execute a purchase order with Doc Bailey Construction Equipment, Inc. (San Lorenzo, CA) for AT37G aerial truck rental services for an initial twelve-month period, starting on or about October 26, 2021 and ending on or about October 25, 2022 for an amount not-to-exceed \$750,000; and
- (b) Exercise up to four additional one-year options to extend the initial term of the purchase order with the last option year ending on or about October 25, 2026, subject to the annual appropriation of funds.

Desired Outcome: To ensure the availability of aerial trucks for installation, maintenance, and repair work throughout the City.

**BASIS FOR RECOMMENDATION:**

The Fleet Management Division ("Fleet"), Department of Public Works, oversees aerial equipment rentals for various City departments and has the need to rent AT37G aerial trucks for its customers. The trucks are utilized for City projects for installation, maintenance and repair work, including but not limited to airfield maintenance, roadway repairs and maintenance, sign installation, and electrical work. Rentals help minimize operational impacts by allowing Fleet to rent trucks instead of purchasing, which eliminates acquisition and maintenance costs, and increases the availability of these vehicles required for concurrent use during peak times.

A competitive Request for Bid was facilitated by the Finance Department to procure these services. One bid was submitted and no protests were received. The sole responsive, responsible bidder did not qualify for the City's local and small business preference. Staff recommends award to Doc Bailey Construction Equipment, Inc. pursuant to the bidding procedures of the San José Municipal Code, Section 4.12.310B(2).

Climate Smart San José: No proposed changes to service delivery, programs or staffing that have significant community/resource impacts, including any negative impact on Climate Smart San José energy, water, and mobility goals.

Commission Recommendation/Input: There is no commission recommendation or input associated with this action.

Office of Equality Assurance City of San José Prevailing Wage is applicable under this purchase order.

This Council item is consistent with the City's 2021-2022 Adopted Operating Budget City Areas Delivery Framework: "To effectively develop, manage, and safeguard the City's fiscal, physical, technological, and human resources to enable and enhance the delivery of City services and projects."

**COST AND FUNDING SOURCE:**

Services provided under this purchase order are managed by the Public Works Department on behalf of various City Departments. Project scope, cost and funding source(s) will vary. Facilities Management will be responsible for facilitating all services, processing invoices, and charging departments directly after the services are required and used.

**FOR QUESTIONS CONTACT:** Jennifer Cheng, Deputy Director of Finance at [Jennifer.Cheng@sanjoseca.gov](mailto:Jennifer.Cheng@sanjoseca.gov).