


CITY COUNCIL ACTION REQUEST			
DEPARTMENT(S) Finance	CEQA Not a Project, File No. PP17-003,	COORDINATION City Attorney's Office; City Manager's Budget Office; Department of Public Works	Director Approval /s/ Maria Öberg
COUNCIL DISTRICT(S) Citywide	Agreements/Contracts (New or Amended) resulting in no physical changes to the environment.		CMO Approval  3/24/25
SUBJECT: Actions Related to the Purchase Order with Owen Equipment Sales for Elgin Sweeper Parts and Services			
RECOMMENDATION			
<p>Adopt a resolution authorizing the City Manager or her designee to exercise up to six one-year options to extend the term of the purchase order with Owen Equipment Sales (Fairfield, CA) for Elgin sweeper parts and services with the last option ending on or about November 13, 2031, subject to the appropriation of funds.</p>			
BASIS FOR RECOMMENDATION			
<p>The Fleet Management Division, Department of Public Works, oversees the City's vehicle fleet including street sweeping equipment used by the Department of Transportation. Street sweepers are used by the Department of Transportation to remove debris, fine metal particles, and litter from streets and gutters thereby reducing local waterway contamination. Street sweeper parts and services are needed to support the ongoing maintenance and repairs of street sweepers within the City's vehicle fleet.</p> <p>In September 2024, the Finance Department released a competitive Request for Quotes to procure these services. The Request for Quotes provisioned for a one-year initial term and an additional six one-year options for the City to extend the term. One responsive bid was submitted, and no protests were received. The sole bidder did not apply for the City's local or small business preference. Staff awarded to Owen Equipment Sales as the sole responsive and responsible bidder pursuant to the bidding procedures of the San José Municipal Code, Section 4.12.310.B(1). Purchase orders have been executed under the City Manager's authority limit for services contracts. City Council approval is now required for continuity of services for the remainder of the option periods. The option period for November 14, 2025 to November 13, 2026 is projected to be in the amount of \$100,000, and future options will be subject to appropriation. Approval of this recommendation ensures the City continues to receive these essential services with minimal impact to operations.</p>			
COMMISSION RECOMMENDATION AND INPUT			
No commission recommendation or input associated with this action.			
COST AND FUNDING SOURCE			
The recommended action relating to this purchase order of \$100,000, is funded by the Inventory Purchases appropriation in the Vehicle Maintenance and Operation Fund.			
FOR QUESTIONS CONTACT: Albie Udom, Deputy Director of Finance - Purchasing and Risk Management, at Albie.Udom@sanjoseca.gov .			