



CITY OF BANNING STAFF REPORT

TO: CITY COUNCIL

FROM: Elizabeth Gibbs, City Manager

PREPARED BY: Holly Stuart, Public Works Program Manager
Arturo Vela, Director of Public Works

MEETING DATE: July 14, 2026

SUBJECT: Consideration of Resolution 2026-105, Approving an Agreement with Altec Industries, Inc., a Sole Source Provider, for Onsite Inspections and Repair of Bucket Trucks “Not to Exceed” an Annual Aggregate of \$60,000 for Fiscal Year 2027 with the Option for Annual Renewals

STAFF RECOMMENDATION:

Adopt Resolution 2026-105

BACKGROUND:

The City of Banning owns five (5) bucket trucks. The Street Division uses one (1) truck for general maintenance services, while the remaining four (4) trucks are used by the Electric Department for overhead line repair and maintenance. To remain in compliance with safety standards and requirements set by the Occupational Safety and Health Administration (OSHA) and the American National Standards Institute (ANSI), annual bucket truck inspections are necessary, including inspections of aerial devices and boom platforms.

Electric Utility operations specifically require dielectric testing of bucket trucks, which involves applying high voltage to a device to determine its electrical insulation status. Other bucket truck inspection tests are conducted to assess the structural, functional, and operational aspects of the equipment. These regular inspections are designed to identify developing problems to prevent injuries or equipment downtime. Following the inspections, any defects are categorized by severity and scheduled for repair. Inspection is performed onsite, and certification is provided verifying annual equipment inspection and operability.

All five (5) City-owned bucket trucks utilize Altec Industries, Inc. (Altec) aerial devices. In years past, to obtain inspection and repair services, staff have solicited Altec, a company proven to provide reliable and effective services. Upon reviewing services, it has been determined that Altec is the sole source for on-site inspections. Additionally, per the attached letter, Altec is a sole source provider for Altec OEM parts and accessories. For these reasons, staff respectfully requests City Council approval to process an annual blanket order with Altec (as a sole source proprietor) for the annual onsite inspection and repair of the bucket trucks, as needed, for an annual aggregate amount “not to exceed” \$60,000.

If approved, the agreement terms shall include the option to renew services for four (4) additional single-year periods for Fiscal Years 2028, 2029, 2030, and 2031 upon satisfactory review and approval of annual services.

JUSTIFICATION:

Annual onsite inspections and as-needed repairs of the City's bucket trucks help ensure that equipment used by the Street Division and Electric Department remains safe, operational, and available for overhead line repair, maintenance, and general field services. By supporting compliance with applicable safety standards and reducing the risk of equipment downtime, the agreement with Altec Industries, Inc. promotes reliable service delivery, protects employees and the public.

Altec is a sole source provider of Altec OEM parts and accessories and is unique in that they provide onsite inspection and repair services.

FISCAL IMPACT:

For Fiscal Year 2026/27, the Fleet Division's proposed operational budget will include funding for annual onsite inspections and repairs, as needed, of the bucket trucks under Account No. 702-3800-480.38-52 (Auto Parts) and Account No. 702-3800-480.30-05 (Repair/Maint-Vehicles). For expenditures incurred before the final budget is adopted, there is an adequate budget for first-quarter expenditures. Budget for the subsequent years of the agreement will be included in the respective Fiscal Year's Operating Budgets.

ATTACHMENTS:

1. [Reso_2026-105_REVISED_7.8.26_edits JT.docx](#)
2. [Sole Source Letter.doc](#)
3. [Contract No C01278 - Altec Industries Inc - Parts Inspections Repair Services Final Draft.docx](#)