



Agenda Item: 9.E
Date of Meeting: December 8, 2025
Department: Public Works

STAFF REPORT

To: City Council
From: Nora Gamino
Subject: **Capital Equipment Replacement - Public Works Utility Truck**
Prepared On: November 5, 2025
Attachments: Bid Analysis
Capital Ford Quote
Enterprise Quote
Diamond Ford Quote

Background/History:

The City's Public Works Department utilizes service trucks for water, sewer, and street maintenance activities. These trucks carry tools, materials, and equipment to job sites and are essential for daily operations, emergency response, and maintenance of City infrastructure.

The department currently operates an older F-550 flatbed, which has exceeded its useful life and is no longer reliable for field service work. The vehicle suffers from lighting failures, ongoing oil leaks, lack of four-wheel drive, and no snowplowing capabilities, creating both safety and operational limitations. Despite consistent maintenance, repair needs have increased significantly, and the vehicle frequently sits out of service.

A replacement is needed to ensure reliable field response capability, improve operator safety, and expand operational flexibility. The new service truck will include a service body for organized tool storage, a snowplow for winter operations, and a full lighting and safety package.

This item is included in Objective 3.6 of the City's Strategic Plan.

Analysis/Discussion:

Staff identified the following key performance and safety requirements for the new utility service truck:

- Four-wheel drive for snow access.
- Service body with secure tool and equipment compartments.
- Snowplow attachment capable of operating on narrower City streets.
- Lighting and visibility package (strobes, beacons, and light bar) for safe day and night

operations.

- F-350 class to allow maneuverability in alleys and tight work zones.

Public Works obtained quotes from three qualified suppliers offering trucks that met these specifications (Bid Analysis Attachment).

Bid Evaluation

- Lowest Responsible Bid: Capital Ford submitted the lowest total bid (\$96,464.21) that met the requirements.
- Vehicle Availability: The City did not specify a particular model year—only that the vehicle be readily available from dealer inventory (“on-lot”). Diamond Ford and Enterprise both had 2026 model-year trucks available and indicated they could transfer older model years upon request, though those would involve longer lead times. Capital Ford has a 2026 F-350 available immediately, meeting the City’s preference for rapid delivery.
- Specifications Compliance: All bids met the required service body, lighting, and snowplow specifications. Capital Ford’s proposed Knapheide service body and plow option are standard, proven configurations with strong manufacturer support.
- Diamond Ford did not revise their bid to include all applicable taxes, fees, and delivery charges and was therefore determined to be a non-responsive bid.
- Cost Comparison: The Capital Ford proposal represents a savings of approximately \$14,000 compared to the other responsive bid.

Based on total cost, specification compliance, and immediate availability, Capital Ford provides the best overall value to the City.

Economic Impacts:

None.

Budget Impacts:

This item is included within the FY 2025-26 Budget up to \$90,000. A budget adjustment of \$6,464.21 is proposed to cover the unbudgeted amount. The total expense and budget adjustment will be split evenly between the General Fund, the Sewer Fund, and the Water Fund.

001-023-56028 (Capital Equipment)	2,154.74
002-051-56028 (Capital Equipment)	2,154.74
004-050-56028 (Capital Equipment)	2,154.73

Legal Review:

City Attorney Pucci has reviewed this item and finds that the recommended action complies with the law.

Recommended Action:

City Council consideration to approve the purchase of a new 2026 Ford F-350 Gas Service Truck from Capital Ford, Carson City, Nevada, in an amount not to exceed \$96,464.21 (including taxes, fees, and delivery), authorize the Public Works Director to sign the purchase order, and approve the corresponding budget adjustment as presented.

Approved By: Ethan Aukee 12/3/2025
Approved By: Robin Picken 12/3/2025
Approved By: Pam Foster 12/3/2025
Approved By: