



## City Council Staff Report

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**Subject:** Cooperative Purchase Agreements

**Date:** September 12, 2023

**Submitted By:** Justin Nartker, Director of Public Services

**Department:** Public Services

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**Recommendation:**

Adopt a Resolution of the City Council of the City of Rocklin Authorizing the City Manager to Purchase Goods and Services through Cooperative Purchase Agreements for Fiscal Year 2023/24.

**Background:**

Throughout the year, City departments have a need for ongoing purchasing of goods and services for departmental operations. These purchases are necessary to ensure the continued delivery of programs and services citywide. Staff reviewed Fiscal Year (FY) 2021/22 and FY 2022/23 citywide expenditures for vendors associated with cooperative purchasing programs and estimated the anticipated costs for goods and services for FY 2023/24.

The City has arrangements/memberships with a number of cooperative purchasing programs which allow member public agencies to aggregate individual purchasing power and achieve greater volume discounts. Public agencies competitively solicit and award agreements which are then made available to other member agencies and nonprofit organizations. By using this process, local government agencies can achieve better pricing and streamline purchases by removing repetitive, resource intensive, and costly bid procedures associated with routine purchases.

Rocklin Municipal Code sections 3.04.090 (C) and (D) specifically allow for the use of cooperative purchasing programs utilizing purchasing agreements maintained by other governmental agencies. City Council approval is required for purchase amounts more than \$50,000.

The following are vendors with anticipated costs exceeding \$50,000 that are anticipated in the FY 2023/24 Operating Budget, reflected in Exhibit A to the Resolution. The total not-to-exceed amount for all vendors is \$880,000.

- Hunt & Sons, Inc.: This vendor has been awarded the contract to provide fuel to participating agencies in the Sacramento Area. The selection was made through a

competitive solicitation process conducted by the Sacramento Area Council of Governments. This process aimed to secure the best pricing available for local participating agencies. The recommended not-to-exceed amount is \$400,000.

- Tesco Controls, Inc.: This vendor supplies traffic signal cabinets and accessories through the General Services Administration (GSA) Advantage cooperative purchase agreements program. The City has standardized its traffic signal cabinets and accessories, which are proprietary and not offered by other vendors. The use of the GSA Advantage program ensures that the City benefits from the best pricing available. The recommended not-to-exceed amount is \$80,000.
- Tree Pro Services, Inc./Ross Tree Expert Company (Tree Pro): This vendor is a participating vendor in the California Multiple Award Schedule program, offering Arborist/Tree Services. Tree Pro is equipped to work both street and open spaces environments, necessitating distinct equipment and expertise for each area. Furthermore, the vendor employs a certified arborist, is highly responsive to the City's requirements, and provides on-call and stand-by services. The recommended not-to-exceed amount is \$400,000.

Staff recommends that the City Council authorize the City Manager to make purchases of goods and services through cooperative purchasing programs as outlined in Exhibit A to the Resolution. This will allow department operations to make ongoing purchases at competitively bid prices.

**Fiscal Impact:**

There is no direct fiscal impact to the staff recommendation. Purchasing through these cooperative agreements are made on an as-needed basis and charged to various departments and funds, provided sufficient funds are available in those respective departments/funds in the FY 2023/24 Annual Budget.

**ATTACHMENTS:**

- [1. Resolution](#)