



City Council Staff Report

Subject: Cooperative Purchase Authorization Increase

Date: June 10, 2025

Submitted By: Laurie York, Administrative Analyst
Veronica Tracy, Director of Parks and Recreation

Department: Parks and Recreation

Recommendation:

Adopt a Resolution of the City Council of the City of Rocklin Authorizing the City Manager to Increase the Purchasing Authorization Amount with Caterpillar Inc. (Holt of CA) for Various Parks and Landscape Purchases through Cooperative Purchase Agreements for Fiscal Year 2024/25.

Background:

On July 1, 2024, the City Manager executed the Authorized Cooperative Purchase Agreements Memo for Fiscal Year (FY) 2024/25, which authorized departments to make on-going purchases of goods and services through cooperative purchase agreements consistent with Rocklin Municipal Code sections 3.04.090 (C) and (D). These sections allow for the use of cooperative purchasing programs and piggyback purchasing utilizing purchase agreements and contracts maintained by other governmental agencies. Per the memo, under the authorized cooperative agreements, the purchasing limit is set at \$50,000 for Caterpillar Inc. (Holt of CA) for FY 2024/25 (Attachment 2).

Staff has identified additional needs for on-going Citywide operations for FY 2024/25, including equipment rentals, that can be made under these cooperative purchase agreements. These purchases were not included in the amounts previously authorized. Staff recommends increasing the purchasing authorization amount to \$100,000 for Caterpillar Inc. (Holt of CA).

Fiscal Impact:

There is no additional fiscal impact to the staff recommendation. Sufficient funds are available in the FY 2024/25 Operating Budget to accommodate this increase.

ATTACHMENTS:

- [1. Resolution](#)
- [2. City Manager Authorizing Cooperative Purchase Agreements FY 2024/25](#)