TOWN OF WINDSOR
AGENDA REPORT

Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date: October 18, 2023

To: Mayor and Town Council
From: Jim O'Brien, Project Manager
Subject: Approve the Purchase of a Paradigm Hydro-Jet Excavator

Recommendation to Council:
Approve the award of bid for the purchase of a new Paradigm Hydro-Jet Excavator for use in the Public Works Water Division to Owen Equipment, for a total amount not to exceed $450,000 and authorize the Town Manager to execute any required documents related to the purchase.

Strategic Plan Element:
The recommended action supports the goal of Infrastructure. Goal Statement: Through a lens of sustainability and innovation, invest in the Town's infrastructure and public facilities to meet the needs of future generations.

Background:
The Water Division is responsible for the maintenance and repair of the Town's potable water and recycled water distribution systems. Water Division staff respond to several hundred water leaks annually and it is not uncommon for staff to respond to two or three leaks in a single day due to aging infrastructure. The combined distribution systems consist of approximately 200 miles of mainlines and hundreds of miles of service lines. The average age of the potable water distribution system is 32 years, with some areas exceeding 50 years. Currently, staff excavate with a small tow-behind vacuum which has reached its end of reliable and useful life. To meet current and future maintenance and repair demands on the distribution systems, a larger, more robust replacement vacuum unit is needed.

Discussion:
Selection of the Paradigm unit is based on design, functional needs, and staff evaluations. Staff requested a quote for the purchase of this hydro-jet excavator through Sourcewell (formerly National Joint Power Authority), of which the Town is a member. Sourcewell is a public agency serving as a national municipal contracting agency with the authority to develop and offer, among other services, cooperative procurement services to its membership. Sourcewell establishes and provides nationally leveraged and competitively solicited purchasing contracts under the guidance of the Uniform Municipal Contracting Law. By using the Joint Exercise of Powers Laws, the Town can purchase through Sourcewell by using the "piggybacking" procedure included in the Town's Purchasing Guidelines that provides for an exception to the competitive bid process. The result of this cooperative effort is a high-quality selection of nationally leveraged, competitively bid contracts. The Town will realize savings of at least 3 percent by piggybacking off the Sourcewell contract and purchasing directly from Owen Equipment, the northwest regional distributor of Paradigm equipment.

Fiscal Impact:
Sufficient appropriations have been included in the Fiscal Year 2023-24 Water Capital fund budget.

Environmental Review:

This action does not constitute a “project” within the meaning of California Environmental Quality Act (CEQA) Guidelines Section 15378 and requires no environmental review.

Attachment(s):
1. Town of Windsor- Owen -Tru Vac Paradigm 9-6-2023
2. Town of Windsor - Sourcewell Contract

Prepared by:
Jim O’Brien
Project Manager

Reviewed by:
Mike Cave
Deputy Director of Operations

Reviewed by:
Jeneen Peterson
Administrative Services Director

Reviewed by:
Shannon Cotulla
Town Engineer/Public Works Director

Recommended by:
Jon Davis
Town Manager