

**TOWN OF WINDSOR  
AGENDA REPORT**

**Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date:** January 17, 2024

**To:** Mayor and Town Council  
**From:** Mike Cave, Deputy Director of Operations  
**Subject:** Approve the Purchase of Trailer-Mounted Pumping Equipment

**Recommendation to Council:**

Approve the purchase of trailer-mounted pumping equipment with Aaction Rents for use in the Public Works Water Reclamation Division in an amount not to exceed \$200,000 and authorize the Town Manager to execute said purchase on behalf of the Town.

**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:**

During daily and/or emergency pumping operations, the Water Reclamation Division utilizes portable sewage pumps to transfer sewage from lift stations, influent wet wells and to dewater effluent storage ponds. The trailer mounted pumps being requested will replace existing equipment that has outlived its useful life and does not meet State of California Tier 4 diesel engine air emission standards.

**Discussion:**

An Invitation for Bid (IFB) for the purchase of two (2) four-inch trailer mounted pumps were released on December 4, 2023. Seven IFB's were emailed directly to several local dealerships. These invitations were sent to Thomas and Associates; Aaction Rents; United Rentals; Herc Rentals; Cresco Equipment; Peterson Caterpillar; Wastewater Solutions LLC., and Pape Machinery. Additionally, a copy of the IFB was included in the Bids and RFQ section located on the Town's website. Bids were requested to be turned in to the Town no later than December 21, at 5:00 p.m. Of the three sealed bids received, Aaction Rents submittal met all equipment specifications and was the lowest complete bidder. Staff requests Council approve the purchase in an amount not to exceed \$200,000 which includes a \$4,200 contingency, with Aaction Rents.

**Fiscal Impact:**

Sufficient appropriations are included in the current Water Reclamation Capital Fund budget.

**Environmental Review:**

Not Applicable.

**Attachment(s):**

None.

**Prepared by:**

Mike Cave

Deputy Director of Operations

**Reviewed by:**

Shannon Cotulla

Public Works Director

**Reviewed by:**

Jeneen Peterson

Administrative Services Director

**Recommended by:**

Jon Davis

Town Manager