

# CLARK COUNTY STAFF REPORT

**DEPARTMENT:** Public Works Fleet Services

**DATE:** February 18, 2020

**REQUESTED ACTION:** Request adjustment to Fleet capital budget authority for 2020 in order to complete 2019 acquisitions of fleet vehicles and equipment.

Consent     Hearing     County Manager

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## BACKGROUND

In accordance with the Major Road Equipment Purchases and Repairs annual report Fleet was approved to replace 71 vehicles and pieces of equipment beginning January 2019. Between March and May Fleet met with county departments and divisions several times until customers were satisfied with the new vehicle and equipment builds. In each meeting Fleet and its customers discussed:

- Capital collected for the replacement vehicles and equipment
- Budget
- Prior year, current year, and next year purchases
- Replacement alternatives
- Current vehicle and equipment utilization and condition
- Delivery timeline
- Customer needs
- Customization
- Quotes and estimated cost
- Purchase options

After these meetings were completed Fleet continued to the acquisition process for each unit starting with a review of the availability of the desired units through the Washington State Department of Enterprise Services (DES) contract for vehicles and equipment. In many cases the desired equipment was not available through the DES contract due to a shortage of vehicles from the manufacturers. In these situations Fleet pursued open bidding processes in an attempt to obtain the units. These open bid efforts were unsuccessful due to the lack of availability in the marketplace.

Near the end of the fiscal year DES was able to add inventory to their availability list and many of the desired units were ordered through DES. By December 31, 2019 Fleet received 32 of the 71 vehicles and pieces of equipment. The shortfall in deliveries was primarily due to the nationwide supply shortages and increased demand from government agencies across the country. The vendors supplying the vehicles agreed that the industry could not keep up with the demand.

By December 31, 2019 the vehicles and equipment ordered from the DES were not delivered due to the conditions noted below.

Total Equipment Purchase	Cost
29	\$1,449,593

**Sheriff's Office: Ford Interceptors & Chevrolet Silverados**

In January 2019, Fleet placed an order for seven Ford Interceptor police packaged SUVs (FIUs) and two Chevrolet pick-ups through the bidding process and from the Washington State contract. To make the vehicles ready according to the Sheriff's Department requirements the vehicles must go through a several-step process:

1. The vehicles are shipped from the factory and transported by train to our vendor in Texas for adding vehicle armor.
2. Once armoring is complete the vehicle is transported to the Fleet facility.
3. The upfit vendor transports the vehicles, parts, and decals to their facility for installation.
4. When the vendor is done they transport the vehicle back to our facility for quality control.
5. Once approved Fleet provides the final adjustments and accessories for the Sheriff's Office.

Six FISUs arrived in September and October. The last FIU has not arrived due to Ford's retooling of the factory for a new body style. The eight units (six FIUs and two Chevrolet Silverados) received are currently in the vendor's up-fit queue.

Vehicle	Quantity	Cost
Ford Interceptor	7	\$116,645 total
Chevrolet Silverado	2	\$38,000 total
	Total	\$154,645

**Assessor's Office: Chevrolet Trax (SUV)**

In May 2019 the Assessor's Office submitted a request for four white Chevrolet Trax as replacement vehicles. DES did not have the vehicles in stock but they continued to search for them locally. Starting in August Fleet and the Purchasing Department released calls for bids for the vehicles with the bids due in September and November. Both bids came back as "no response" from the vendors. After exhausting all other options, Fleet was able to place an order with DES in December. The estimated delivery date is March 2020.

Vehicle	Quantity	Cost
Chevrolet Trax	4	\$25,400 each
	Total	\$101,600

**Public Health: Chevrolet Equinox (SUV)**

The Public Health Department requested two vehicles be replaced after a decision package was approved in July. By the end of July, the department put a hold on procuring one of the vehicles because they wanted to explore an alternate option. The alternate option did not work out and in September they decided to move forward with the purchase of two Chevrolet Equinoxes. DES did not have the vehicles in stock, so Fleet and the Purchasing Department released a call for bids in September. The bids came back as "no response" from the vendors. After exhausting all other options, Fleet was able to place an order with DES in October. The estimated delivery date is February 2020.

Vehicle	Quantity	Cost
Chevrolet Equinox	2	\$30,184 each
	Total	\$60,368

**Public Works Engineering/Construction & Survey: Chevrolet Colorado/Silverado 4X4 Pick-ups**

Public Works Engineering requested one Chevrolet Colorado and one Chevrolet Silverado pick-up. DES did not have the vehicles in stock. Fleet and the Purchasing Department released calls for bids in July, September and November due to the lack of availability. All three bids ended in “no response” which led Fleet to place an order with DES. The estimated delivery date for these units is February 2020.

Vehicle	Quantity	Cost
Chevrolet Colorado	1	\$34,326 each
Chevrolet Silverado	1	\$43,317 each
	Total	\$77,643

**Public Works Clean Water: Chevrolet Silverado 3500**

Public Works Clean Water requested one Chevrolet Silverado pick-up. DES did not have the vehicle in stock. Fleet and the Purchasing department released bids in July, September, and November due to the lack of availability. All three bids ended in “no response” which led Fleet to place the order with DES. The estimated delivery date for this unit is February 2020.

Vehicle	Quantity	Cost
Chevrolet Silverado	1	\$43,296 each
	Total	\$43,296

**Public Works Fleet Services and Operations & Maintenance: Service Truck (Freightliner)**

Fleet Services was approved to purchase a service truck which was ordered in April 2019. During the quote process, the vendor (Freightliner) warned us of a longer-than-usual wait time of 300 to 400 days for the cab and chassis that affects the entire industry. The estimated delivery date for these units is February 2020.

Vehicle	Quantity	Cost
Service Truck (Freightliner)	1	\$219,290 each
	Total	\$219,290

**Public Works Operations & Maintenance: Salt Brine Maker, Message Board, Bucket Truck, Freightliners & Chevy 4500**

The salt brine maker was ordered in October and slated to be delivered in the second week of December. The supplier contacted Fleet to notify us that the order will not make it by the end of the year due to the manufacturer build time. The estimated delivery date for this unit is February 2020.

The water truck, hook lift truck, and bucket truck were ordered in August 2019 but they did not arrive by the end of the year because Freightliner delivery time is more than 300 to 400 days for the cab and chassis. The estimated delivery date for these units is May 2020.

DES did not have the Chevrolet Silverado 4500 in stock so Fleet and the Purchasing Department released a call for bids in September. The bids came back as ‘no response’ from the vendors. After exhausting all other options, Fleet placed an order with DES in October. The estimated delivery date for this unit is April 2020.

The message board was ordered in September, but the manufacturer wait time is more than 90 days. According to the manufacturer it was due to increased demand for the product. The estimated delivery date for this unit is May 2020.

Vehicle	Quantity	Cost
Salt Brine Maker	1	\$68,433 each
Water Truck (Freightliner)	1	\$243,368 each
Hooklift Truck (Freightliner)	1	\$84,475 each
Chevy One-Ton Dump Truck (with plow and sander attachments)	1	\$79,389 each
Message Board	1	\$21,200 each
Bucket Truck	1	\$164,359 each
	Total	\$661,224

**Public Works Transportation/Vegetation Management: Chevrolet Silverado 4500/2500**

The Chevrolet Silverado work trucks were not available through the bidding process or the Washington State Department of Enterprise Services. Fleet and the Purchasing Department released calls for bids in July, September and November due to the lack of availability. All three bids ended in “no response” which led Fleet to place an order with DES. Due to the General Motors labor strike this summer decreased vehicle availability increased the lead time for final delivery. The estimated delivery date for these units is April 2020.

Vehicle	Quantity	Cost
Chevrolet Silverado with custom box	1	\$82,212 each
Chevrolet Silverado	1	\$49,315 each
	Total	\$131,527

**COUNCIL POLICY IMPLICATIONS**

This action does not propose council policy implications.

**ADMINISTRATIVE POLICY IMPLICATIONS**

This action does not propose administrative policy implications.

**COMMUNITY OUTREACH**

Not required.

**BUDGET IMPLICATIONS**

YES	NO	
	X	Action falls within existing budget capacity.
	X	Action falls within existing budget capacity but requires a change of purpose within existing appropriation
X		Additional budget capacity is necessary and will be requested at the next supplemental. If YES, please complete the budget impact statement. If YES, this action will be referred to the county council with a recommendation from the county manager.

**BUDGET DETAILS**

Local Fund Dollar Amount	\$1,449,593
Grant Fund Dollar Amount	N/A
Account	5091
Company Name	Fleet Services

**DISTRIBUTION:**

Council staff will post all staff reports to the web. <https://www.clark.wa.gov/council-meetings>

**ATTACHMENTS:** (1) 2020 Fleet Budget Authority Adjustments Summary Spreadsheet; and  
(2) Decision Package Request Form

*Shae Davies*

Shae Davies  
Fleet Services Division Manager

*Ahmad Qayoumi*  
For Ahmad Qayoumi, PE  
Public Works Director/County Engineer

*Cherie Sabug*

Cherie Sabug  
Interim Finance Division Manager

Primary Staff: George Lackey, ext. 1637

APPROVED: *Cherie Sabug*  
CLARK COUNTY, WASHINGTON  
CLARK COUNTY COUNCIL

DATE: *Feb. 18, 2020*

SR# *032-20*



## BUDGET IMPACT ATTACHMENT

### Part I: Narrative Explanation

I. A – Explanation of what the request does that has fiscal impact and the assumptions for developing revenue and costing information

### Part II: Estimated Revenues

Fund #/Title	2020 Annual Budget		2021 Annual Budget		2022 Annual Budget	
	GF	Total	GF	Total	GF	Total
<b>Total</b>						

II. A – Describe the type of revenue (grant, fees, etc.)

### Part III: Estimated Expenditures

III. A – Expenditures summed up

Fund #/Title	FTE's	2020 Annual Budget		2021 Annual Budget		2022 Annual Budget	
		GF	Total	GF	Total	GF	Total
5091/Equipment Services			\$1,250,908				
1012/Road Fund			\$ 198,685				
<b>Total</b>			\$1,449,593				

III. B – Expenditure by object category

Fund #/Title	2020 Annual Budget		2021 Annual Budget		2022 Annual Budget	
	GF	Total	GF	Total	GF	Total
Salary/Benefits						
Contractual						
Supplies						
Travel						
Other controllables						
Capital Outlays		\$1,449,593				
Inter-fund Transfers						
Debt Service						
<b>Total</b>		\$1,449,593				

New Equipment #	Dept	Make	Model	Date Ordered	Est. Delivery Date	2020 Budget Adjustment	Comments	Reason for late delivery
S19-1912	SHER	Ford	Interceptor	Jan-19	Sep-19	11,000	Arrived/waiting to go to Wire Works. Pay for labor in 2020	The upfit vendor is experiencing higher than normal volumes of upfits
S19-1913	SHER	Ford	Interceptor	Jan-19	Sep-19	11,000	Arrived/waiting to go to Wire Works. Pay for labor in 2020	The upfit vendor is experiencing higher than normal volumes of upfits
S19-1914	SHER	Ford	Interceptor	Jan-19	Sep-19	11,000	Arrived/waiting to go to Wire Works. Pay for labor in 2020	The upfit vendor is experiencing higher than normal volumes of upfits
S19-1915	SHER	Ford	Interceptor	Jan-19	Oct-19	11,000	Arrived/waiting to go to Wire Works. Pay for labor in 2020	The upfit vendor is experiencing hire than normal volumes of upfits
S19-1916	SHER	Ford	Interceptor	Jan-19	Oct-19	11,000	Arrived/waiting to go to Wire Works. Pay for labor in 2020	The upfit vendor is experiencing higher than normal volumes of upfits
S19-1917	SHER	Ford	Interceptor	Jan-19	Jan-20	50,645	Ordered/waiting to arrive. Pay for total purchase and get ready cost.	The manufacturer couldn't deliver the 2020 Ford Interceptors on time due to the amount of orders
S19-1918	SHER	Ford	Interceptor	Jan-19	Oct-19	11,000	Arrived/waiting to go to Wire Works. Pay for labor in 2020	The upfit vendor had an increased workload due to the amount of vehicles to upfit
P11-1992	PW-CLNWTR	Chevy	Silverado	Apr-19	Feb-20	43,296	PWK-14-19AD. Ordered	Arrived / Pay for the purchase and get ready cost in 2020
T90-1973	PW-ER&R	Freightliner	Carco	Apr-19	Feb-20	219,290	Ordered/ arrive in 2020. Pay for total purchase and get ready cost.	The cab and chassis manufacturer has a 300 plus day delivery time
X01-1962	PW-O&M	Brine Maker	NXT-GEN	Oct-19	Feb-20	68,433	Ordered/ arrive in Jan 2020 - emailed Tim and Carolyn about the \$22k deficit Pay for total purchase and get ready cost.	The Vendor couldn't get the manufacturer to deliver the product on time
T50-1999	PW-O&M	Water Truck	Freightliner/water truck	Sep-19	Feb-20	243,368	On order/ the unit is built and awaiting transport to the dealer 12/13. Pay for total purchase and get ready cost.	The cab and chassis manufacturer has a 300 plus day delivery time
T40-1951	PW-O&M	Hook lift	Freightliner	Oct-19	Jan-20	84,475	Ordered. Pay for total purchase and get ready cost.	The cab and chassis manufacturer has a 300 plus day delivery time
T10-1937	PW-O&M	One Ton Dump Truck	Chevy	Oct-19	Dec-19	64,000	Roll forward to 2020	Due to GM's strike, availability is low
A30-1937	PW-O&M	Plow	Meyer	Oct-19	Dec-19	8,000	Roll forward to 2020	This is an attachment that for the truck
A44-1937	PW-O&M	Sander	Salt Dogg	Oct-19	Feb-19	7,389	Ordered 12/13. Roll forward to 2020	This is an attachment that for the truck
H99-1921	PW-O&M	Message boards	ADCO	Oct-19	Dec-19	21,200	Waiting on ETA T20-0365 (parent). Pay for total purchase and get ready cost.	The message board build lead time couldn't meet our deadline
T10-1935	PW-TRANS	Chevy	Silverado	Oct-19	Mar-20	82,212	Will be ordered in 2020	Due to GM's strike, availability is low
P24-1927	SHER	Chevy	Silverado	Oct-19	Oct-19	19,000	Waiting to go to wire works. Pay for labor	The upfit vendor is experiencing higher than normal volumes of upfits
P24-1928	SHER	Chevy	Silverado	Oct-19	Oct-19	19,000	Waiting to go to wire works. Pay for labor	The upfit vendor is experiencing higher than normal volumes of upfits
S31-1960	Health-Dept	Chevy	Equinox	Dec-19	Feb-19	30,184	On order/ 2020 arrival	Due to the GM's strike, availability is low
S31-1959	Health-Dept	Chevy	Equinox	Oct-19	Jan-20	30,184	On order/ 2020 arrival	Due to the GM's strike, availability is low
P22-1967	PW- ENGR	Chevy	Silverado	Oct-19	Feb-20	43,317	Ordered/ 2020 arrival	Due to the GM's strike, availability is low
P24-1926	PW-VEG	Chevy	Silverado	Oct-19	Feb-20	49,315	On order/ Arrive in 2020/ Kevin will pay the difference	Due to the GM's strike, availability is low
S32-1969	ASSR	Chevy	Trax	Oct-19	Feb-20	25,400	Ordered - Arrive in 2020	Due to the GM's strike, availability is low
S32-1970	ASSR	Chevy	Trax	Oct-19	Feb-20	25,400	Ordered - Arrive in 2020	Due to the GM's strike, availability is low
S32-1971	ASSR	Chevy	Trax	Oct-19	Feb-20	25,400	Ordered - Arrive in 2020	Due to the GM's strike, availability is low
S32-1972	ASSR	Chevy	Trax	Dec-19	Feb-20	25,400	Ordered - Arrive in 2020	Due to the GM's strike, availability is low
P05-1928	PW- ENGR/SVRY	Chevy	Colorado	Oct-19	Mar-20	34,326	PWK-18-19AD Pick up truck for Survey. Delivery in Feb 2020	Due to the GM's strike, availability is low
T90-1964	PW-O&M	Altec	Freightliner	Oct-19	Dec-19	164,359	PW-20-19SP Bucket Truck/Ordered/ 2020 arrival	The vendor couldn't get the manufacturer to deliver the product on time due to increased demand
<b>29 pieces of Equipment added to the 2020 budget authority</b>						<b>\$ 1,449,593</b>		

Cost Center search string: road main      Select Cost Center for list of related Programs: Road Maintenance and Safety      Revenue Category search string: interfund

Package Number	Fund	Cost Center Name <small>List will be limited based on search string</small>	Cost Center ID	Program Name <small>List will be limited based on selected Cost Center above</small>	Program ID	Ledger Account Name	Ledger Acct Number	Revenue Category Name <small>List will be limited based on search string</small>	Revenue Category ID	2020 EXP Inc /	2020 EXP dec /	2021 EXP Inc /	2021 EXP dec /	Type	Operating vs capital	Position	Notes
										REV dec (DR)	REV Inc (CR)	REV dec (DR)	REV Inc (CR)				
5091	Fleet Services	CC223	Replacement of County Vehicles and Equipment	PG0397	Capital Outlay	5600000				1,449,593				One-time	Capital		
5081	Fleet Services	CC223	Replacement of County Vehicles and Equipment	PG0397	Internal Service Funds Sales and Serv	3480000	Interfund Non-Cash Contributions to Fun R0639				198,685			One-time	Operating		
1012	Engineering and Construction - Survey	CC243	Land, Property and Survey Records	PG0575	Services	5400000				34,326				One-time	Operating		
1012	Road Maintenance and Safety	CC233	Road Maintenance and Safety - Administration	PG0639	Services	5400000				164,359				One-time	Operating		

**Decision Package Request Form**

**Requesting Dept/Office:** Public Works, Fleet Services

**Request Type:** New request

**Package Number:**

**Priority:**  (please prioritize your budget requests using 1 for from most urgent and progressing to least urgent)

**Package Title:** Fleet acquisitions budget authority modification

Limited to 50 characters for use in reports to County Council

**Contact info:** *name:* George Lackey *email:* George.lackey@clark.wa.gov *phone:* ext. 1637

**Program:**

**Requested Action:** (Specific request including funding source, ongoing v one-time, and amount - 600 character limit)

This request is to approve an increase in the 2020 Fleet capital budget authority for the purchase of vehicles and equipment approved in the 2019 budget cycle that were not procured before the end of the 2019 fiscal budget year. Once approved, the purchase of vehicles and equipment can progress to completion.

(FYI, there is no spell check in the text boxes)

**Justification:** (Explain why this request is necessary and wasn't included in the adopted budget - 600 character limit)

In accordance with the Major Road Equipment Purchases & Repairs annual report, Fleet was approved to replace 71 vehicles and pieces of equipment beginning January 2019. Between March and May, Fleet met with county departments and divisions several times until the customer was satisfied with the new vehicle and equipment builds and procurement could proceed. Due to a scarcity of vehicles and equipment in the industry, a portion of the vehicles and equipment ordered from the Washington State Department of Enterprise Services were not delivered by Dec. 31, 2019. These units will arrive in 2020.

**Cost Estimate/Other Comments:** (Provide support for cost estimate - 600 character limit)

Total cost of the 2019 vehicles & equipment acquisitions not completed in 2019 is \$1,449,593. This decision package will increase the 2020 Fleet capital budget authority by that amount. This decision package will also be reflected in the 2020 Supplemental Budget process later this year.

**Impacts/Outcomes if not approved:** (Explain how programs will be affected - 450 character limit)

The County fleet will have vehicles and equipment that are not as safe or reliable as needed. The county will incur additional costs due to repairs and having needed vehicles and equipment unavailable. Fleet will also not be able to pay multiple vendors for the delivery of the received vehicles and equipment due to a lack of budget authority.