



June 6, 2019

Board of Directors
Ventura Regional Sanitation District
Ventura, California

APPROVE, AND AUTHORIZE DISTRICT PURCHASING AGENT TO SIGN, PURCHASE ORDER NO. 2785 TO AUTOMOW FOR A SPIDER ILD02 SLOPE MOWER FOR VEGETATION CONTROL AT DISTRICT LANDFILL SITES

RECOMMENDATIONS

- A. Approve replacement of a street sweeper in Solid Waste ISF Capital account 90-590-52330-599901 with a new capital equipment purchase for a Spider ILD02 Slope Mower.
- B. Approve issuance of Purchase Order No. 2785 to Automow for a new Spider ILD02 Slope Mower for vegetation control at District landfill sites in an amount not to exceed \$42,973.41; and authorize the District Purchasing Agent to sign it on behalf of the District.
- C. Reduce the FY 2018-19 Solid Waste ISF Capital Budget account (90-590-52330-599901) by \$102,026.

FISCAL IMPACT

An expenditure of \$150,000 is included in the FY2018-19 VRSD Solid Waste Internal Service Fund (ISF) capital budget under account 90-590-52330-599901 for the purchase of a street sweeper. Instead, for reasons set forth below, VRSD staff seeks to purchase a new slope mower that is less than the approved \$150,000 expenditure. The purchase of the slope mower will amount to \$42,973.41. Replacing the street sweeper with the slope mower will result in a net reduction of \$102,026.59 to the FY2018-19 VRSD Solid Waste ISF capital budget.

BACKGROUND/ANALYSIS

Even though the current fiscal budget contains an appropriation for a street sweeper, VRSD staff determined that the need for additional street sweeping within the landfill property could be accomplished by a more versatile piece of equipment that staff proposes within the FY2019-20 budget. This piece of equipment, a skid steer with sweeper attachment, would allow the District to accomplish sweeping tasks, as well as other maintenance tasks intended for the skid steer, at a lower cost. For this reason, VRSD staff now proposes to replace the street sweeper purchase for a slope mower to be used at open and closed landfill sites owned and operated by VRSD.

The District currently utilizes temporary staffing services to provide landscape maintenance crews to clear thick vegetation that develops at our landfill sites. Typically, a crew of four laborers are brought in and spend approximately 16 weeks each year clearing vegetation. Table 1 below compares the cost for purchasing a new slope mower and completing the vegetation control task internally (see Option 2) versus the cost of a 4-person crew (approximately \$850/day) which amounts to approximately \$68,000 over a 16-week period.

Table 1: Use outside staffing vs. slope mower purchase and internal staffing

	Option 1: Use outside staffing	Option 2: Purchase slope mower and use internal staff				Option 1 vs. Option 2
	Temp. Staffing	Internal Staffing	Equipment Purchase	Annual Maintenance	Total Cost	Savings
Year 1	\$68,000	\$21,750	\$42,975	\$2,500	\$67,225	\$775
Year 2	\$68,000	\$21,750		\$2,500	\$24,250	\$43,750
Year 3	\$68,000	\$21,750		\$2,500	\$24,250	\$43,750

Recommended Proposal

The Spider ILD02 unit purchase is recommended because it is a remote control mower that can be used on rugged, steep terrain and is operated by just one laborer / internal staff person. The District would use its own staff at a cost of approximately \$21,750 over the same 16-week period. Annual maintenance is expected to be roughly \$2,500. The total annual cost for purchasing the slope mower and using internal staff to complete the same scope of work would be \$63,250 – a savings of \$775 in the first year. Subsequent years would result in higher savings (\$43,750 annually) since the unit would be paid off in Year 1. Over a 3-year period, the District would save approximately \$88,275 by choosing Option 2. In addition to the economic benefit, keeping laborers from having to clear vegetation by climbing and working on rugged terrain reduces the risk of injury to staff working on uneven terrain.


This letter and the associated contract have been reviewed by Legal Counsel as to form.

If you should have any questions or need additional information, please contact me by phone at (805) 658-4679 or via email at mattbaumgardner@vrsd.com.



MATT BAUMGARDNER, DIRECTOR OF OPERATIONS

APPROVED FOR BUDGET IMPACT: 
Alvertina Rivera, Director of Finance

APPROVED FOR AGENDA: 
Chris Theisen, General Manager

Attachments: 1. VRSD Purchase Order No. 2785

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VENTURA REGIONAL SANITATION DISTRICT
 1001 Partridge Drive #150
 Ventura CA 93003-0704
 (805) 658-4669 accounts payable@vrstd.com

To ensure prompt payment, all invoices **MUST** be mailed to the above address,
 ATTN: Accounts Payable

Purchase Order No.	PO0002785
Issue Date	5/20/2019

Requested by: **Matt Baumgardne**

PURCHASE ORDER

Issued To: (000) 000-0000 Ext. 0000

AUTOMOW
 305 DELA VINA AVENUE
 MONTEREY CA 93940
 Vendor #: AUTO008

Ship To:

TOLAND

Contract Number:

^ Changed Since the Previous Revision

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Shipping Method		Payment Terms		FOB	For More Information Contact:			Contact Phone #
		Net 30		None	Matt Baumgardne			805-658-4679
L/N	Item Number	Description	Job Number	Cost Code	Ordered	U/M	Unit Price	Ext. Price
					Req. Date	SITE ID	PROJ #	COST CAT
1	52340	599901 Spider 2sgs With Winch						\$38,900.00
					5/20/2019	TOLAND		
90-590-52340		Other Machinery and Equipment						
2	52340	599901 ILD02 Blades, Drive Belt						\$467.60
					5/20/2019	TOLAND		
90-590-52340		Other Machinery and Equipment						
3	52340	599901 ILD02 Blades Belt, Clutch Belt, Pump Belt, Wheel						\$330.70
					5/20/2019	TOLAND		
90-590-52340		Other Machinery and Equipment						
4	52340	599901 Sales Tax at 8.25%						\$3,275.11
					5/20/2019	TOLAND		
90-590-52340		Other Machinery and Equipment						

Deliver To: Toland Landfill Site
 3500 Toland Road
 Santa Paula CA 93060
 USA

Subtotal	\$42,973.41
Shipping/Handling	\$0.00
Miscellaneous	\$0.00
Tax	\$0.00
Order Total	\$42,973.41

Director of Finance

Purchasing Agent

Date

Authorized Signature

Purchase order number must appear on all invoices.

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