

VILLAGE OF DOWNERS GROVE

Report for the Village

3/12/2024

SUBJECT:	SUBMITTED BY:
Authorization to Purchase Replacement Vehicles and Equipment	David Moody Director of Public Works

SYNOPSIS

A resolution has been prepared authorizing staff to purchase up to six (6) vehicles and pieces of equipment in an amount not to exceed \$381,000 and waiving competitive bidding.

STRATEGIC PLAN ALIGNMENT

The goals for 2023-2025 include *Steward of Financial, Environmental and Neighborhood Sustainability*.

FISCAL IMPACT

The FY24 budget includes \$291,000 in the Equipment Replacement Fund and \$90,000 in the Asset Forfeiture Fund for the purchase of these six (6) vehicles and equipment replacements.

RECOMMENDATION

Approval on the March 12, 2024 Consent Agenda.

BACKGROUND

Each year, the Village’s Fleet Team, consisting of representatives from the Village Manager’s Office, Finance, Public Works, Police and Fire Department evaluate the need to replace certain vehicles and equipment. All Village vehicles and equipment are targeted for replacement according to useful lifecycle replacement criteria. These criteria include age, usage, condition, repair costs, fuel efficiency and environmental impact.

In preparing the draft FY24 budget, the Fleet Team reviewed the vehicles scheduled to be replaced and determined that the criteria for replacement were met for two Police Department vehicles, one Fire Department pickup truck, one Public Works Department pickup truck, one Public Works Floor scrubber for the Public Works garage, and one Public Works concrete saw used by the Street Division.

Ordinarily, the Village orders vehicles through a public bid process or from a government purchasing cooperative, and receives them within the same fiscal year. However, the vehicle purchasing environment has become increasingly difficult in recent years. Global supply chain issues, declining vehicle inventories and very long delivery schedules for vehicles have made it very difficult for the Village to replace vehicles with any certainty of pricing or delivery date. Based on the current delivery schedules, it is not likely that replacement vehicles will be available in time if they are procured through a public bid or from a government purchasing cooperative, where we have little to no control over the production and delivery schedule.

As such, staff is requesting the advance authorization to purchase replacement vehicles and equipment through dealerships or government cooperatives that have suitable vehicles in stock, including the ability to place a down payment on vehicles that are in production and/or in transit. In the current market for new vehicles, the length of time it takes to go through the standard public bid process would preclude the purchasing of these vehicles in a timely manner. As a result, staff is requesting the advance authority to purchase these vehicles as they become available, waiving competitive bidding requirements and without further Council approval of each individual purchase. Staff will utilize best practices to verify that the vehicles purchased are priced commensurately with similar vehicles from other manufacturers and dealerships in our region.

The Village has a long-standing commitment to its green fleet, so preference will be given to hybrid or electric vehicles to the extent practicable. Availability of new vehicles, especially hybrid or electric vehicles, is extremely limited. By purchasing these replacement vehicles as they become available, continuity of Village operations will remain intact without the need for rental vehicles or equipment, or other potentially more expensive temporary solutions.

Vehicles & Equipment to be procured:

- 2 Police Vehicles - approximately \$90,000
- 1 Public Works Pickup Truck – approximately \$67,000
- 1 Fire Department Pickup Truck – approximately \$67,000
- 1 Public Works Concrete Saw – approximately \$30,000
- 1 Public Works Floor Scrubber – approximately \$127,000

Total approval requested: \$381,000.00

ATTACHMENTS

Resolution

RESOLUTION NO.**A RESOLUTION AUTHORIZING THE PURCHASE OF
REPLACEMENT VEHICLES AND CERTAIN EQUIPMENT**

WHEREAS, the Village is a home rule municipality pursuant to Section 6(a), Article VII of the 1970 Constitution of the State of Illinois, and as such may exercise any power and perform any function pertaining to its government and affairs (the "Home Rule Powers"); and

WHEREAS, the Village Council of the Village has the authority to adopt ordinances and resolutions and to promulgate rules and regulations that pertain to its government and affairs and protect the public health, safety and welfare of its citizens; and,

WHEREAS, the Village Council has adopted a Village Council Policy regarding Village Purchasing Procedures certain procedural requirements for obtaining bids and proposals for projects and services; and,

WHEREAS, with respect to the purchase of vehicles and equipment, the Village's fleet team evaluates the need to replace certain vehicles and equipment on an annual basis. Last year the fleet team determined that numerous vehicles and equipment needed to be purchased, including two (2) Police Department vehicles, one (1) Fire Department vehicle, one (1) Public Works vehicle, one (1) Public Works floor scrubber and one (1) Public Works concrete saw; and,

WHEREAS, typically the Village receives the vehicles and equipment within the same fiscal year that they are ordered. However, due to global supply chain issues, declining vehicle inventories and very long delivery schedules for vehicles and equipment. It has become increasingly difficult to replace vehicles and equipment with any certainty of pricing or delivery date; and,

WHEREAS, based upon the foregoing information, staff is requesting authority to waive the competitive bidding requirements and to purchase certain vehicles and equipment on the open market; and,

WHEREAS, pursuant to its Home Rule Powers, the Village has the authority to waive the bidding and proposals requirements.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Downers Grove, DuPage County, Illinois, as follows:

1. That the Village Council finds it is in the best interests of the Village to waive the bidding and proposal requirements for the purchase certain vehicles and equipment; and therefore, does hereby waive any applicable public bidding or proposal requirements imposed by State statute or Downers Grove ordinances or policies.

2. That the Village Council authorizes staff to purchase certain vehicles and equipment directly from any vendor in a total not-to-exceed amount of \$381,000.00 without having to seek Village Council approval for each individual vehicle purchase.

3. That the proper officials, agents and employees of the Village are hereby authorized and directed to take such further action as they may deem necessary or appropriate to perform all obligations and commitments of the Village to effectuate these purchases.

4. That all resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

5. That this Resolution shall be in full force and effect from and after its passage as provided by law.

Mayor

Passed:

Attest: _____
Village Clerk