



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 23-1109

**Meeting Date:** 3/21/2023

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**TITLE:**

**AUTHORIZE THE USE OF SOURCEWELL'S NATIONAL COOPERATIVE AGREEMENT WITH NATIONAL AUTO FLEET FOR THE PURCHASE OF TWENTY-ONE (21) ALLMAND PORTABLE LIGHT TOWERS**

**DEPARTMENT:** PUBLIC WORKS/MAINTENANCE SERVICES DIVISION

**PRESENTED BY:** RAJA SETHURAMAN, PUBLIC WORKS DIRECTOR

**CONTACT INFORMATION:** ROBERT RYAN, MAINTENANCE SERVICES MANAGER  
(714) 327-7499

**RECOMMENDATION:**

Staff recommends the City Council:

1. Authorize the use of Sourcewell's National Cooperative Agreement No. 091521-NAF with National Auto Fleet Group for the purchase of twenty-one (21) Allmand GR Series portable light towers.
2. Authorize the purchase of twenty-one (21) Allmand GR Series portable light towers for \$310,971.15 through National Auto Fleet Group.

**BACKGROUND:**

The use of portable lights has been a continued necessity for the City to conduct youth programs and special events throughout the year. Staff provides portable light towers to several parks and recreational areas throughout the City for sporting activities and special events. The Public Works Department is responsible for maintaining forty-one (41) light towers, of which only twenty (20) units are currently operational. The Parks and Community Services Department has identified the need for additional units at multiple field locations throughout the City.

**ANALYSIS:**

The majority of the City-owned portable light towers are older models that have been discontinued, and the acquisition of parts and support services for these older portable light towers is challenging and will continue to be. Half of the City's current fleet of light towers have endured faulty circuit breakers and frequent engine control problems. The overall condition of these units is poor due to their high exposure to weather elements.

The procurement of twenty-one (21) additional portable light towers will supplement the City's fleet and will contribute in reliably illuminating facilities that require lighting for City recreational events. The Allmand GR Series portable light towers are the most cost effective option for replacement and are the same brand of newer units the city currently owns.

Without access to portable light towers, the City would not be able to provide the necessary lighting and safety for the community who participate in youth programs throughout the year. In order to meet current and future demands in an efficient and fiscally prudent manner, staff requests the approval of the aforementioned portable light tower purchase.

Purchasing these twenty-one (21) Allmand GR Series portable light towers through Sourcewell meets all requirements set forth in the City of Costa Mesa's Purchasing Policy and all requirements set forth by the State of California in regards to regional cooperative purchasing agreements. This process confirms that the City still receives the lowest available pricing, and meets the competitive bid process requirements. The City has utilized Sourcewell successfully for several previous related purchases.

The Sourcewell quote is included as Attachment 1, and the specifications of this portable light tower are shown in Attachment 2. The Sourcewell purchase quote of \$310,971.15 includes all parts and equipment for the procurement and delivery.

#### **ALTERNATIVES:**

The City Council could choose not to authorize the use of the national cooperative agreement with National Auto Fleet Group. This will require staff to initiate a formal bidding process, which will take significantly more time to complete. However, formal bidding may not result in lower prices than the proposed Sourcewell pricing.

#### **FISCAL REVIEW:**

The total cost for procurement and delivery of 21 portable light towers through Sourcewell NJPA pricing is \$310,971.15. Funding will be through salary savings in the operating budget of the Parks and Community Services Department during Fiscal Year 2022-23.

#### **LEGAL REVIEW:**

The City Attorney's Office has reviewed this report and approves it as to form.

#### **CITY COUNCIL GOALS AND PRIORITIES:**

This item supports the following City Council Goal:

- Strengthen the Public's Safety and Improve the Quality of Life

**CONCLUSION:**

Staff recommends the City Council:

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