



CITY OF COSTA MESA

77 Fair Drive
Costa Mesa, CA 92626

Agenda Report

File #: 25-570

Meeting Date: 12/2/2025

TITLE:

AUTHORIZE THE USE OF SOURCEWELL'S NATIONAL COOPERATIVE AGREEMENT WITH NATIONAL AUTO FLEET FOR THE PURCHASE OF EIGHT (8) ALLMAND PORTABLE LIGHT TOWERS

DEPARTMENT: PUBLIC WORKS DEPARTMENT/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 Cooperative Agreement No. 091521-NAF with National Auto Fleet Group for the purchase of eight (8) Allmand GR Series portable light towers.
2. Authorize the City Manager to execute the necessary documents for the purchase in the amount of \$109,897 through National Auto Fleet Group located at 490 Auto Center Drive, Watsonville, CA 95076.

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 an existing fleet of forty-eight (48) light towers.

Consistent with past practices, new and/or replacement vehicle and equipment requests are evaluated during the annual budget process along with Equipment Maintenance staff recommendations. The Parks and Community Services Department has identified the need for additional units at multiple field locations throughout the City.

ANALYSIS:

Many of the City-owned portable light towers are older models that have been discontinued, and acquiring parts and support services is challenging and will continue to be. Five (5) units are in poor condition due to their high exposure to weather elements and should be replaced (unit numbers 367, 368, 369, 371, and 375). In addition to the five (5) units, the Parks and Community Services Department identified the need for three (3) additional units.

The procurement of eight (8) portable light towers will enhance the City's fleet and improve the reliability of lighting for facilities and fields used during City recreational events. The Allmand GR Series portable light towers represent the most cost-effective option for replacement and are consistent with the newer units currently owned by the City.

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

Purchasing these eight (8) 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 regarding regional cooperative purchasing agreements. This process confirms that the City continues to receive the lowest available pricing and meets the competitive bid process requirements. The City has utilized Sourcewell successfully for several previous related purchases. The Sourcewell purchase quote of \$109,897 includes all parts and equipment for the procurement and delivery (Attachment 1).

ALTERNATIVES:

One alternative is to not use the Cooperative Agreement and go through a procurement process. This will require staff to initiate a formal bidding process, which will take significantly more time to complete, and may not result in lower prices than the proposed Sourcewell pricing.

FISCAL REVIEW:

The budget for the replacement of five (5) existing light towers and purchase of three (3) new light towers is included in the City's Fiscal Year 2025-26 Adopted Budget in the Equipment Replacement Fund (Fund 601).

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:

1. Authorize the use of Sourcewell's Cooperative Agreement No. 091521-NAF with National Auto Fleet Group for the purchase of eight (8) Allmand GR Series portable light towers.
2. Authorize the City Manager to execute the necessary documents for the purchase in the amount of \$109,897 through National Auto Fleet Group located at 490 Auto Center Drive, Watsonville, CA 95076.