

## M E M O

TO: District Manager

FROM: Director of Operations

SUBJECT: AUTHORIZATION TO PURCHASE VEHICLE

DATE: August 9, 2007

### **RECOMMENDATION**

It is recommended that the District Manager review this memo and request the Board of Directors approve the attached resolution authorizing purchase of one (1) budgeted vehicle through “piggyback” on the County of Santa Cruz competitive bidding schedule.

### **BACKGROUND:**

The District's 2007-2008 Fiscal Year Budget provides for the purchase of one (1) vehicle. This vehicle will be an addition to the fleet as a customer service meter reading vehicle. With the replacement of district water meters from pit readers to touch-read and radio read meter reading will be reorganized from a two reader function to a single meter reader. To facilitate this change a second vehicle is required.

For procurement of the new vehicle, District staff will “piggyback” on the County of Santa Cruz competitive bidding schedule. Each year the County of Santa Cruz competitively bids a wide variety of equipment and supplies; and then executes contract agreements with the successful low bidder to supply said items for a fixed period of time. Procurement through the County of Santa Cruz conforms with District Ordinance 8, Article 18, Contracts and Purchasing Requirements. Staff has contacted the County of Santa Cruz vehicle suppliers for pricing and availability.

It is recommended that the District Manager review this memo and request the Board of Directors approve the attached resolution authorizing purchase of one (1) budgeted vehicle through “piggyback” on the County of Santa Cruz complete bid schedule.

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Rick Rogers  
Director of Operations

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SAN LORENZO VALLEY WATER DISTRICT

**RESOLUTION NO. (07-08)**

SUBJECT: AUTHORIZATION TO PURCHASE NEW VEHICLE

WHEREAS, the District's 2007-2008 Fiscal Year Budget provides for the purchase of one (1) vehicle; and

WHEREAS, the vehicle will be utilized for customer service and meter reading; and

WHEREAS, the District will "PiggyBack" on the County of Santa Cruz competitive bidding schedule for purchase of said vehicles;

WHEREAS, procurement through the County of Santa Cruz competitive bidding schedule conforms with District Ordinance No. 8, Article 18, Contracts and Purchasing Requirements;

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the San Lorenzo Valley Water District hereby authorizes staff to purchase one (1) vehicle through "piggyback" on the County of Santa Cruz competitive bidding schedule.

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PASSED AND ADOPTED by the Board of Directors of the San Lorenzo Valley Water District, County of Santa Cruz, State of California, on the 16th day of August 2007, by the following vote of the members thereof:

AYES:

NOES:

ABSTAIN:

ABSENT:

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District Secretary  
San Lorenzo Valley Water District