



SCHOOL BOARD ACTION REPORT

DATE: January 28, 2020
FROM: Denise Juneau, Superintendent
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For Introduction: February 26, 2020
For Action: March 11, 2020

1. TITLE

Approval of the purchase of replacement Fleet Vehicles

2. PURPOSE

This Board Action Report authorizes the purchase of fleet vehicles that will replace current district vehicles that are inefficient, unreliable or unsafe to operate.

3. RECOMMENDED MOTION

I move that the School Board authorize the Superintendent to execute a contract with the Washington State Department of Enterprise Services in an amount not to exceed \$985,000 for the purchase of replacement fleet vehicles, in the form of the attached list (or equivalent vehicles, depending on pricing and availability when the final purchase order is processed), with any minor additions, deletions, and modifications deemed necessary by the Superintendent, and to take any necessary actions to implement the purchase.

4. BACKGROUND INFORMATION

- a. Beginning in 2019, the district began working to update and stabilize its fleet of operating vehicles. These vehicles are used for a variety of purposes from transporting maintenance tools and staff, security personnel, grounds equipment and food and package deliveries to schools. The fleet currently totals 208 operating vehicles with an average age of sixteen years. The newest vehicles were purchased in 2019 and the oldest in 1972.

The district replaced eighteen old and/or high maintenance vehicles in 2019 as a first step. The district continues to have challenges with fleet reliability and costs:

- 1) On average the district will need to tow a vehicle once every other week.
- 2) Repair costs can significantly exceed the vehicle's value (recent example was \$15,000 to \$18,000 repair for a truck with a resale value of \$2,000).
- 3) Five-year average maintenance cost for fleet vehicles is currently \$8,390 per vehicle. Average resale value is \$6,729.
- 4) Average miles per gallon(MPG) of current maintenance vehicles ranges from 10.1MPG (vans) to 14 MPG (pickup) compared to newer vehicles achieving up to 24 MPG (vans) to 22MPG (pickup).

This motion will allow the District to replace approximately 24 high cost vehicles ranging in age from 12 to 48 years old (approximately 12% of the fleet). The prioritized list of vehicles was developed over the last few months after gathering and analyzing organization needs, vehicle maintenance costs and alternative ways to begin to modernize the current vehicle fleet. The proposed list of vehicles that would be replaced by this purchase have a total resale value of approximately \$40,000.

- b. **Alternative:** Replace a smaller portion of the fleet and continue to perform high cost repairs to keep other vehicles functioning.
- c. **Research:** Staff reviewed fleet documents, repair records and vehicle usage requirements to develop a prioritized list of replacement vehicles. Recommended vehicles were developed through conversations with other school districts and the state on available vehicles and standard lifecycles to ensure the district was moving towards cost effective, environmentally friendly and industry standard replacements.

5. FISCAL IMPACT/REVENUE SOURCE

Fiscal impact to this action will be purchasing vehicles totaling no more than \$985,000 from funds set aside for this purpose during development of the FY19-20 General Fund Budget.

The revenue source for this motion is the General Fund.

Expenditure: One-time Annual Multi-Year N/A

Revenue: One-time Annual Multi-Year N/A

6. COMMUNITY ENGAGEMENT

With guidance from the District's Community Engagement tool, this action was determined to merit the following tier of community engagement:

Not applicable

Tier 1: Inform

Tier 2: Consult/Involve

Tier 3: Collaborate

7. EQUITY ANALYSIS

A formal equity analysis was not completed for this recommendation.

8. STUDENT BENEFIT

Increased vehicle reliability will improve the District’s ability to respond to requests for assistance and repairs to the learning environment, allow goods to be provided to schools in a timely manner and ensure security staff can rapidly respond to school incidents. It will also reduce the amount of funds being spent annually to maintain vehicles that are past their useful lives.

9. WHY BOARD ACTION IS NECESSARY

- Amount of contract initial value or contract amendment exceeds \$250,000 (Policy No. 6220)
- Amount of grant exceeds \$250,000 in a single fiscal year (Policy No. 6114)
- Adopting, amending, or repealing a Board policy
- Formally accepting the completion of a public works project and closing out the contract
- Legal requirement for the School Board to take action on this matter
- Board Policy No. _____, [TITLE], provides the Board shall approve this item
- Other: _____

10. POLICY IMPLICATION

Per policy No. 6220, Procurement, any contract over \$250,000 must be brought before the Board for approval.

11. BOARD COMMITTEE RECOMMENDATION

This motion was discussed at the Audit and Finance Committee meeting on February 10, 2020. The Committee reviewed the motion and moved the item forward with a recommendation for approval by the full Board.

12. TIMELINE FOR IMPLEMENTATION

Upon approval of this motion, a purchase order will be generated with the Washington State Department of Enterprise Services for new vehicles. Delivery and acceptance should occur before the start of the FY20-21 school year, at which time vehicles being replaced will be surplus.

13. ATTACHMENTS

- District Vehicle Replacement List dated January 28, 2020 (for reference)



BAR Fleet Vehicles Replacement

February 14, 2020

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For questions and more information about this document, please contact the following:

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