

Agenda Item: 8.

MEMORANDUM

TO: Programs, Projects & Operations Subcommittee

FROM: Heather Borkowski, Purchasing Agent

DATE: June 4, 2015

RE: FY 2016 Equipment Requirements

Attached is a chart of equipment items identified for purchase/replacement in FY 2016. The process to identify and prioritize equipment items most needed by the District was determined by a staff Equipment Committee comprised of Bill Brush, Martin Cleveland, Zach Nelson, Bill Warren and myself. Each department within the NRD identified their equipment requirements and the equipment committee reviewed each item and made recommendations to the General Manager for purchase. The GM then reviewed the Committee's recommendations and made further changes to the request list.

The FY 2015 total equipment budget was \$282,198. The FY 2016 equipment budget request is \$296,262.

Management recommends that the Subcommittee recommend to the Board of Directors to approve the FY 2016 Equipment Requirements subject to the FY 2016 Budget as listed in this memo.

F.Y. 2016 Equipment Requirements List Worksheet

Item Description	Cost	Justification/Indicative Data (use back for addition justification)
Account #01-01-000-4802 Machinery & Equipment		
2011 Long Reach Excavator (Omaha)	\$34,215	5 th of 5 lease payments
Hot Water Pressure Washer (Walthill)	\$6,000	Used to clean & upkeep equipment to prevent premature wear & tear
ZTR Mower (Walthill)	\$9,500	Would be used at Walthill FO on structures where access is difficult and it is more efficient to use a self-contained mower. Areas are currently mowed with a residential riding lawn mower.
30' Gooseneck Trailer	\$12,000	Current trailer does not meet DOT requirements to haul current equipment. District's 1999 Utility Trailer would be traded-in.
Service Body for District's 2004 F350 Flatbed (Walthill)	\$7,700	Current flatbed doesn't have capability to add a 5 th wheel attachment for above trailer.
Service Body for District's 2012 F350 (Omaha)	\$4,997	Used to carry needed tools & supplies to the job site. Pick-up box off of vehicle would be traded-in.
Trailer – 14,000 lb. Drop Deck (Omaha)	\$8,000	Used to haul heavier equipment to job site. District's 2009 Felling FT-12 would be traded-in.
Bobcat Skid loader (Omaha)	\$3,250	Yearly replacement program
Total FY 16 Machine/Equip.	\$85,662	FY 15 Budget \$157,698
Account # 01-01-000-4803 Automobiles and Trucks		
2016 1 ½ ton, 4WD Pick-up Truck with 11' service body, gas (Omaha)	\$50,000	Trade-in 2004 Ford Utility Truck with 180,000 miles at trade-in and \$15,000 in outstanding maintenance.
2016 Compact/Mid-Size, 4WD, Extended Cab Pick-up Truck, gas (Dakota City)	\$27,000	Trade-in 2004 Chevrolet Blazer with 150,000 miles at trade-in and \$2,000 in outstanding maintenance.
Total FY 16 Vehicles	\$77,000	FY 15 Budget \$0

Account # 01-01-000-4804 Office Equipment

NRC Office Remodel – Phase 2	\$38,000	2 nd & final phase of NRC office remodel to include task chairs and final components.
Firewall Replacement	\$12,000	Current firewall is in extended support phase and end-of-life will be announced soon.
Board Room AV Upgrades	\$8,100	Mic and amplifier replacements
Server Replacements (3)	\$45,000	To provide services for 5 servers reaching end of life in FY16 and 2 servers from FY15
Storage Unit Warranty Extension (2)	\$10,500	Units have been evaluated and still fit our projected needs. End of life FY18.
PC Replacements	\$10,000	More cost effective to buy units with warranty rather than in-house PC building.
Miscellaneous parts	\$10,000	Equipment repairs for keyboards, monitors, etc.
Total FY 16 Office Equip.	\$133,600	FY 15 Budget \$124,500
TOTAL FY 16 EQUIPMENT REQUEST	\$296,262	TOTAL FY 15 BUDGET \$282,198