

AGENDA ITEM 1 G
Consent Item

MEMORANDUM

DATE: March 1, 2018

TO: El Dorado County Transit Authority

FROM: Scott Ousley, Operations Manager

SUBJECT: Maintenance Shop Pallet Racking System

REQUESTED ACTION:
BY MOTION,

- 1. Approve Purchase Order 23207 issued to Next Level Warehouse Solutions in the amount of \$7,040.73 for the purchase of a Pallet Racking System**
- 2. Authorize the Executive Director to execute all contracts and documents included in the Adopted Capital Improvement Plan 17-05 budget**

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) operates a maintenance shop to perform all repair and maintenance to fleet vehicles excluding major body repairs, paint and windshield installation. The facility includes three (3) large bays and repair stations to allow for multiple repairs to occur simultaneously.

On June 2, 2016 the Board of Directors approved Capital Improvement Project No. 17-05 Maintenance Facility – Safety and Equipment which included a Pallet Racking System for the maintenance facility.

El Dorado Transit Purchasing Procedures and the Joint Exercise of Powers Agreement establishing El Dorado Transit require Board approval for Purchase Orders over \$25,000 and Purchase Requisitions over \$5,000. Although this purchase order does not meet the standard threshold for Board presentation; all Capital projects are typically presented.

The Executive Director certifies that these purchases are included within the Adopted Capital Plan and budget for Fiscal Year (FY) 2017/18.

DISCUSSION

Due to the various models of the fleet vehicles additional space is needed to store replacement parts. Space is also needed for special tools used for repairs for example a welding table, parts

cleaner and tire balancer. These are encroaching upon the work space and requiring maintenance staff to move equipment and supplies out of the way to perform their regular work. The installation of a pallet racking system will recover floor space in the maintenance shop and provide a safe location for spare parts, tires and other equipment to safely be stored.

FISCAL IMPACT

Purchase Order amount is within budget line item as presented on the Final Capital Budget FY 2017/18 adopted on May 4, 2017.

COST SUMMARY (ESTIMATE)

Pallet Racking System	\$ 7,040.73
Contingency (20%)	<u>\$ 1,408.00</u>
<i>Total Project Estimate</i>	\$ 8,448.73

FUNDING SOURCES

State Transit Assistance (STA)	<u>\$ 8,448.73</u>
<i>Total Revenue</i>	\$ 8,448.73

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. 23270

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 03/01/18

ACCOUNT: 9910.11 CLASS: 125

TO: NEXT LEVEL WAREHOUSE SOLUTIONS
 555 DISPLAY WAY
 SACRAMENTO, CA 95838

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Ken Davis

Vendor Phone No: (916) 922-7225 (RACK)

Fax No: (916) 922-2468

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PALLET RACK SYSTEM (PROJECT 17-05) SEE ATTACHMENT "A"		\$7,040.73
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$7,040.73
			SHIPPING	
			SALES TAX	
			TOTAL	\$7,040.73

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."



**NEXT
LEVEL**
WAREHOUSE SOLUTIONS

A DIVISION OF ENGINEERED PRODUCTS, A PAPÉ COMPANY

555 Display Way
Sacramento, CA 95838

Tel: (916) 922-7225 (RACK)
Fax: (916) 922-2468

Federal ID: # 22-3949676
Employment Security: # 357076-006

California Certificate of Registration: #SCOH100883105
California Contractors License # 910313

Proposal: KD010318-El Dorado Transit-01C

6565 Commerce Lane
Diamond Springs, CA 95619
Attn: **Jeremy Fortin**

February 8, 2018

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We propose to furnish the equipment and or services described below based on acceptance of our General Terms and Conditions contained on the bottom of this quote.

Dear Jeremy,

Thank you for the opportunity to quote you on your Specialty Storage Needs. Pricing, descriptions and availability are as follows: All quantities and descriptions below given to Next Level by Customer. Next Level must assume that a preliminary report has been done for the customer. (If not, Next Level can provide one to customer free of charge.)

13 – 18' Tall x 42" Deep Seismic Pallet Rack Upright	\$138.55 Each + tax
3" x 3" x 14 Gauge Main Columns	
3" x 1-5/8" x 66" behind Front Column	
8" x 8" x 3/8" Footplates	
P2 Seismic Upright Bracing	
52 – Each, 1/2" 5-1/2" California Approved Wedge Anchor (ONLY 4 per upright)	\$1.25 Each + tax
12 – Each, 48" x 2.5" Load Beam	\$9.56 Each + tax
24 – Each, 96" x 3-3/4" Load Beam	\$20.35 Each + tax
24 – Each, 120" x 4" Load Beam	\$26.21 Each + tax
56 – 42" Deep x 46" Wide Wire Decks	\$12.95 Each + tax
(These wire decks will not work correctly on the 120" load beams. You will Have 28" of exposed beam shelf space. The correct decks for 120" measure 42" deep x 58" long. Please let us know if you want correct sizing and pricing)	
1 – Optional Non-Taxable Assembly – Prevailing Wages (price assumes use of customer forklift for install)	\$1,995.00 Total non-taxable

Pallet Rack Project Above Subtotal: \$5,818.51 + applicable tax

Lead Time to ship from factory: 4 – 5 Weeks

If delivery is desired, please add \$345.00, taxable vendor delivery to pricing above.

If forklift Rental is necessary, please add \$575.00 (non-taxable) to pricing above. (price includes insurance, taxes and delivery to & from)

Terms: To Be Determined

Please add applicable freight and taxes to the pricing above. If you have any questions or need additional information, please let me know.

Thank You,

Ken Davis
916-730-5907 - Cell
kend@nextlevelwhse.com

Storage and Material Handling Specialists