




# Costa Mesa Sanitary District

....an Independent Special District

## Memorandum

**To:** Board of Directors

**From:** Scott Carroll, General Manager 

**Date:** February 9, 2016

**Subject:** **Fleet Maintenance**

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### Summary

The District has a small fleet of vehicles and equipment that need to be maintained to ensure optimum performance as well as safe operations for staff and the public. The City of Costa Mesa maintains the bulk of our fleet, but recently, the City informed staff that they have fallen behind maintaining their own fleet and have put the District's fleet maintenance on hold.

### Staff Recommendation

That the Board of Directors give staff direction.

### Analysis

The following is a list of vehicles and equipment that belong in the District's fleet.

Unit 1001	2013 Freightliner-Vac-Con Sewer Combination Truck
Unit 1002	1998 Trailer Mounted Generac Generator Model GR190
Unit 1003	1998 Trailer Mounted Generac Generator Model GR85
Unit 1004	2013 Ford Crane Service Truck
Unit 1006	Trailer Mounted Arrow Board
Unit 1007	2008 Trailer Mounted SPP Q1200 Bypass Pump
Unit 1008	2010 Trailer Mounted SPP Q1200 Bypass Pump
Unit 1009	2008 ¾ Ton Chevrolet Diesel 2500 Silverado Truck
Unit 1010	2008 Trailer Mounted SPP Q1200 Bypass Pump
Unit 1011	Trailer Mounted Multi-Quip Generator
Unit 1012	2011 Chevrolet Volt
Unit 1013	2007 ¾ Ton Chevrolet Diesel 2500 pickup



Unit 1014	2015 Kenworth Vac-All Sewer Combination Truck
Unit 1015	Trailer Mounted Doosan Generator Model G40WMI-2A-T41
Unit 1016	Trailer Mounted Doosan Generator Model G40WMI-2A-T41
Unit 1017	Trailer Mounted Doosan Generator Model G40WMI-2A-T41
Unit 1018	Trailer Mounted Doosan Generator Model G40WMI-2A-T41
Unit 1019	Trailer Mounted Doosan Generator Model G40WMI-2A-T41
Unit 1020	Trailer Mounted Doosan Generator Model G40WMI-2A-T41
Unit 1021	Trailer Mounted Generac Generator Model MMG175
Unit 1022	Forklift

Units 1001 and 1014 (sewer combination trucks) are being maintained by the dealer. Units 1007, 1008 and 1010 (bypass pumps) are being maintained by Charles King Company, a vendor that specializes in wastewater bypass pumps. The remainder of the fleet is maintained by the City of Costa Mesa. Staff believes there are three options to consider.

1. Seek another public agency that is willing to maintain our fleet such as the City of Newport Beach or Orange County Sanitation District.
2. Perform a hybrid approach where a qualified private vendor will maintain the generators and a public agency will maintain Units 1004, 1006, 1009, 1012, 1013 and 1022. Typically, vendors will arrive at the Yard to perform maintenance on the generators, which will allow staff to remain in the field performing maintenance on the wastewater system instead of transporting generators to the garage.
3. Do nothing and wait until the City of Costa Mesa is caught up maintaining their fleet.

#### **Strategic Plan Element & Goal**

This item complies with the strategy of Strategic Element No. 5, *Administrative Management*, which states:

*"We will conduct periodic reviews, refine and implement policies and procedures, and ensure the General Manager has the direction and tools necessary for successful District operations."*

#### **Legal Review**

Not applicable.

#### **Environmental Review**

"Maintenance" is categorically exempt under the California Environmental Quality Act (CEQA) (Public Resources Code Section 21000 et. seq.) under Section 15301 as a "Class 1" project as stated under **15301; "Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities ..."**; pertaining to **15301(b) "Existing facilities of both investor and publicly-owned utilities used to provide electric power, natural gas, sewerage, or other public utility services"**.

**Financial Review**

The City of Costa Mesa charges the District \$97.60 an hour to perform maintenance on our fleet. Parts are passed through to the District in which the District has an open PO with the same parts vendor used by the City.

**Public Notice Process**

Copies of this report are on file and will be included with the complete agenda packet for the February 9, 2016 Board of Directors study session meeting at District Headquarters and posted on the District's website.