

# City Council Agenda Item Memo

**From:** Jeremy Linstad, Street Manager  
**Council Meeting:** August 13, 2024  
**Subject:** Resolution 24-074: Bid Award – 4,000 Gallon Water Truck  
**Presenter:** Jeremy Linstad, Street Manager

**Summary:**

Staff recommends approving the resolution, which will award the bid for a 4,000 Gallon Water Truck to Custom Truck One Source for the low bid of \$174,412.

**Item Details:**

The City of Brookings, Public Works Department - Street Division maintains over 300 lane miles of streets and alleys. The water truck is utilized in gravel maintenance, dust control, street maintenance and cleaning. In addition, the bid for this water truck also included features that will make this vehicle a viable option for the Fire Department to use in situations where they need additional water hauling capacity.

The truck will replace a model year 2000 International water truck with life cycle of 12 years per the City of Brookings Capital Asset Policy.

The City opened bids on Tuesday August 6, 2024 at 1:30 pm at the City & County Government Center and the following bids were received:

Custom Truck One Source	\$174,412
Garsite Progress LLC	\$203,920

The low bid of \$174,412 was approximately 14 percent lower than the approved budget of \$200,000.

**Legal Consideration:**

None.

**Strategic Plan Consideration:**

- Fiscal Responsibility – The City of Brookings will responsibly manage resources through transparency, efficiency, equity, and exceptional customer service.
- Safe, Inclusive, Connected Community – The City of Brookings will create an environment for inclusive programs, gathering places, and events where the community can safely live, work and come together to participate in opportunities for learning, recreation and enjoyment.

- Service and Innovation Excellence – The City of Brookings will provide an accessible environment committed to ongoing innovation and outstanding service through listening and engagement.
- Sustainability – The City of Brookings will meet environmental, community and economic desires and needs without compromising future generations' quality of life by strategically planning, implementing and maintaining infrastructure and facilities.

**Financial Consideration:**

The City will enter into a contract with Custom Truck One Source for the low bid of \$174,412. Sufficient appropriations of \$200,000 are included in the adopted 2025 budget, Fund 213 – Capital Projects, account 213-000-5-940-11.

**Supporting Documentation:**

Memo

Resolution

Bid Specs