



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 12/5/2017

Agenda Placement: 6L

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Steven Lederer - Director of Public Works  
Public Works

**REPORT BY:** Julie Kirk, Staff Services Analyst II - 259-8603

**SUBJECT:** Approval of Budget Transfer for the Purchase of a Mobile Hot Water Pressure Washer with Reclaim System

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### **RECOMMENDATION**

Director of Public Works requests approval of Budget Transfer No. DPW031 transferring \$19,500 from the Maintenance Supplies account to the Equipment account line within the Property Management budget and establishing a capital asset in the amount of \$19,500 for the purchase of a Mobile Hot Water Pressure Washer with Reclaim System and Water Jet Surface Cleaner. (4/5 vote required)

### **EXECUTIVE SUMMARY**

This action will authorize Napa County Public Works Property Management subdivision to purchase an ECOS 7000 Hot Water Pressure Washer with Trailer and Reclaim System to be used for outdoor sidewalks and other hard surface cleaning.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Public Works Property Management Maintenance subdivision 43000-00. Budget is being adjusted to move funds from the Maintenance Supplies account to the Capital Asset account.
Is it Mandatory or Discretionary?	Discretionary

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Discretionary Justification:	Purchasing this equipment will give Property Management - Maintenance the ability to clean sidewalks, entries, and lower building faces along with other hard surfaces, eliminating the need to hire a specialized contractor.
Is the general fund affected?	No
Future fiscal impact:	There isn't a future fiscal impact other than minor costs to maintain the equipment.
Consequences if not approved:	Specialized contractors with this type of equipment would need to be hired to perform this cleaning function.
Additional Information:	

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

Napa County Public Works Property Management - Maintenance has had several departmental requests to have outdoor sidewalks, entries and other hard surfaces cleaned. This typically requires specialized contractors with special equipment to eliminate the danger of chemical laden water making its way into storm drains. The ECOS 7000 unit incorporates a vacuum and filtration system that allows the user to recycle water for repetitive use. Approval of the requested budget transfer and establishment of a capital asset will allow the Department to purchase a hot water gasoline engine powered diesel oil heated mobile wash and reclaim system with water jet surface cleaner, avoiding the expense of contracting with outside services and allowing for the regular cleaning of sidewalks and other outdoor surfaces at County facilities. Currently, the Division is not able to provide regular cleaning of sidewalks and other outdoor surfaces without engaging outside contractors. The cleaning is frequently requested by Departments and can increase the longevity of the surfaces, and staff is recommending the purchase of the equipment to be able to provide this regular service.

Property Management staff solicited and received three quotes for this purchase. Two out of the three quotes were for units having a vacuum & filtration system. Staff has chosen the lowest quote of these two units. This is not a local vendor.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Ben Guerrieri