

CITY COUNCIL STUDY SESSION

TO: Mayor and City Council
FROM: Mari E. Macomber, City Manager ^{MSM}
SESSION DATE: June 20, 2011
TIME: 4:30 pm
PLACE: Second Floor Conference Room

AGENDA:

- MEETING WITH MODOT DISTRICT ENGINEER
- MEETING WITH REPRESENTATIVE ZACHARY WYATT
- REVIEW FIRE TRUCK BIDS
- REVIEW COUNCIL NEWSLETTER

MEETING WITH MODOT DISTRICT ENGINEER

On June 8, the Missouri Highway and Transportation Commission voted to approve significant changes to the Missouri Department of Transportation operations. The plan that was adopted is called Bolder Five Year Direction. One of the components of the Plan is to downsize MoDOT's operations.

This will mean a consolidation of district offices. Our office is currently in Macon. This District office was one of three proposed for closure. This will mean that our district office will be located in Hannibal, Missouri.

Since the Commission voted to implement this plan, it is important that we continue to do what we can to insure our community receives the same level of services from our state highway department, as found elsewhere in the state. To do this, we have invited Paula Gough, PE and current District Engineer for District 3 in Hannibal to attend the Study Session on Monday. Paula will serve as the District Engineer of the Northeast District, which will be our transportation district. Phil Sandifer, PE and current Area Engineer housed in Kirksville will also be in attendance.

In addition to MoDOT officials, Representative Wyatt, the Adair County Commissioners, Highway 63 Transportation Corporation Chair Harriet Beard and Phil Tate have been extended invitations at the request of MoDOT.

Information from the Missouri Department of Transportation's website <http://www.modot.mo.gov/bolderfiveyeardirection/> is included with your Study Session packet. This is information that you may want to review to have a better understanding of the approach that MoDOT will be taking and its overall impact to our area.

Recommendation – This will be a good opportunity for the City Council to meet our new District Engineer and learn how MoDOT will operate once the new plan is implemented.

MEETING WITH REPRESENTATIVE ZACHARY WYATT

Representative Wyatt is interested in visiting with the City Council on a couple of items. The first is a Sister City concept, where the City of Kirksville would develop a relationship with another community outside of our country. The idea would work to promote tourism. Other benefits include opportunity to learn from someone else how they handle issues; developing cultural awareness, and potential attraction of students to our universities.

The second item that he will be discussing is renewable energy. Representative Wyatt will be discussing ideas that he has and discussing a program called PACE. This is a program designed to assist with the installation of energy efficient improvements, like solar panels.

Recommendation – This will be an opportunity for the City Council to visit with Representative Wyatt to learn more about the two programs identified above and to find out what is taking place in Jefferson City.

REVIEW FIRE TRUCK BIDS

The City Council met in Study Session on March 7 to discuss the bidding of a new fire truck to replace Engine 504. This truck is the workhorse for the City and used daily.

The City has allocated \$100,000 each year toward the payment of fire trucks. The purchase of our 1996 E-One 105' platform truck was our first major purchase from the Capital Improvement Sales Tax. The truck was a used truck, costing \$362,200 and was purchased through a lease purchase program allocating \$100,000 each year. The truck will be paid off this fall giving us the ability to purchase our next truck.

The fire truck committee has completed its work of preparing the bid specifications and evaluating the bids that were received. The committee is recommending the purchase of a Ferrara Fire Rescue Pumper from Fire Master Fire Equipment, Inc. out of Springfield, Missouri. The price of the truck without trade in is \$594,543. The department believes they can sell 504 for around \$60,000 if allowed to solicit bids from other fire departments. This would bring the cost of the truck down to \$534,543.

The committee believes that Fire Master Fire Equipment meets many of the bid specifications and requirements. It is clear from the attached evaluation sheets that this truck has more storage capacity for storage of safety equipment used by the department.

The fire truck purchase is on the Council Agenda for Monday evening. We want to make sure that the City Council is ready to move forward with the acceptance of the bid. If after discussing this in Study Session and the Council is not prepared to consider this acceptance, we would request its removal from the agenda.

Recommendation – Members of the committee will be in attendance on Monday to answer Council questions and explain the process that they completed in evaluating the truck bids.

NEWSLETTER – June 17, 2011

Attachments

MoDOT Five Year Bolder Plan Information
Staff Report Randy Behrens – Fire Truck

Seven Districts KEY Strategy

The key strategy to a Bolder Five-Year Direction will be reducing the number of MoDOT districts from ten to seven. MoDOT will continue to be the same decentralized, nimble and responsive organization. Fewer districts will allow MoDOT to have fewer employees in senior management and supervisory positions. No reductions will be made to “boots on the ground” positions, which will ensure MoDOT continues to provide local customer service and emergency response. Fewer districts will deliver the same mission but with a focus on maintaining the system. Seven districts will provide the following benefits:

- **District boundaries updated to match advancements.**
MoDOT's current district boundaries have been virtually unchanged since 1922, when many state roads were still gravel and MoDOT used mules and wagons! The department's ability to manage larger areas has grown exponentially. Thanks to advancements in equipment, technology and communication, employees can cover more ground, work much quicker and more effectively.
- **Responsibilities of management expanded.**
Seven districts will raise the bar for performance by district managers. Aligning work groups and resources will become even more critical with larger areas to manage. District engineers will take a broader view of how they manage their teams. They will work more closely to share employees; manage the workload from a statewide perspective; and through permanent work location reassignments and telecommuting, move more employees across district and division boundaries to close staffing gaps created by turnover.
- **Strong presence across the state.**
MoDOT will continue to have a strong presence across the state of Missouri. Statewide, the Area Engineer will be a direct and local contact for the citizens, business leaders and community leaders. While MoDOT will not have a district office in three communities where they currently exist, the department will continue to have a significant presence and visibility in these areas. Additionally, there will be an area office assigned to these communities, so the customer service they have grown accustomed to will remain.
- **Middle managers and supervisors reduced.**
Reducing facilities by 135, including three district offices, will eliminate 444 middle managers and supervisor positions.

More Than 740 Fewer Pieces of Equipment

The Bolder Five-Year Direction will implement strategies that allow for the reduction of more than 740 pieces of equipment. The following plan will be used to manage equipment reductions:

Continue reduction of equipment per Five-Year Direction.

The Five-Year Direction identified reductions in overall equipment levels as follows: approximately 230 dump trucks, 100 tractors and three stripers. Districts have created plans to reduce this equipment over a two year period.

○ **Reduction of other equipment.**

Loaders and maintenance pickups will be sold after maintenance facilities are closed. Pickups located at the Resident Engineer/Construction Offices will be sold as the offices are closed. All other pieces of equipment will be sold as they become unnecessary.

○ **Sale of equipment.**

Surplus fleet will be reviewed and compared to statewide inventory to ensure that the oldest equipment or equipment in the worst condition is sold. MoDOT currently has 12 vendors on contract that can dispose of excess equipment. This should ensure that the available quantities of equipment for sale will not flood a particular market and subsequently reduce the sale price.



Summary

The Five-Year Direction must continue, but be bolder in its approach. MoDOT's senior leadership developed a plan to make the department smaller and more efficient while delivering quality service to Missourians. This Bolder Five-Year Direction will reshape and resize MoDOT to be more operationally efficient and provide the following projected savings through February 2015:

	02/28/2010 Workforce	Proposed Workforce	Reduction
Program Delivery Staff	1,565	1,141	-27%
Administrative Staff	1,060	733	-31%
Operations Staff	3,677	3,232	-12%
Total	6,302	5,106	-19%

**Projected Savings
(through 2/28/2015)**

People	\$212 million
Facilities	\$ 41 million
Equipment	\$ 44 million
Redirected Services	\$ 31 million
Redirected Budget	<u>\$184 million</u>
Grand Total	\$512 million

Implementation

The Bolder Five-Year Direction will be a huge effort, but nonetheless achievable. In MoDOT's history, this will by far be the hardest thing the department has done. Listed below are the key components for its successful implementation:

- **Go as fast as possible.**
These are big changes that need to be accomplished quickly. Employees are aware of these efforts and uncertainty fuels apprehension and affects productivity. When employees see where MoDOT is headed and realize they will have a role in shaping the future, leadership is confident they will engage and work toward a common goal.
- **Strategies implemented by December 31, 2012.**
Facility, equipment, operational changes and employee reassignments will be in place no later than December 31, 2012.
- **Start with the Senior Management Team and their assistants.**
MoDOT needs to start at the top to put change agents on the Senior Management Team to drive this effort. Employees will believe the change is real and important if they see management willing to change first. MoDOT will also quickly realign employees at the assistant district engineer/assistant division leader level.
- **Put the best people in the right jobs.**
This is a perfect opportunity to realign employees to make the most of staff talent. This will positively impact the department's current leadership and succession planning. As maintenance facilities are reduced, MoDOT will put the best maintenance supervisors in place and move the rest into senior maintenance worker or crew leader positions.
- **Deliver a "new look" for MoDOT and change facilities quickly.**
MoDOT must change the way it operates immediately for this to be successful. MoDOT will sell and close facilities as quickly as possible, but with the least amount of disruption to communities as possible. The 111 maintenance building closures were strategically selected to more efficiently serve local and statewide needs with the goal to close these buildings before the snow flies this winter. Resident Engineer Offices will be closed as quickly as possible based upon construction schedules. These closures will take place primarily during the winter season, when construction is not taking place. District Office closures will be staggered, as will facility moves within Central Office.
- **Reduce through attrition, transfers and layoffs.**
MoDOT will suspend hiring and move employees to where the work exists. Employees who decline new job assignments in new work locations will not remain employed with MoDOT. Employees will also continue to absorb more work as attrition occurs. Poor performers will not be tolerated. Layoffs will occur where reductions cannot be achieved through attrition and transfers.



MoDOT's **Bolder** Five-Year Direction

- **Leave the details to implementers.**

There are numerous details to be worked through to make the Bolder Five-Year Direction a success. The best people to iron out those details are the employees who are implementing the changes and who will be responsible for delivering services to Missouri citizens for many years to come. MoDOT's employees will rise to the occasion.

A BOLDER Five-Year Direction

MoDOT Facility Closures

Listed by Category

CENTRAL OFFICE, LEASED FACILITIES (4)

Facility	Current District	County
William Street	Central Office	Cole
St. Mary's East	Central Office	Cole
St. Mary's West	Central Office	Cole
Creek Trail	Central Office	Cole

DISTRICT OFFICES (3)

City	Current District	County
Joplin	7 – Southwest	Jasper
Macon	2 – North Central	Macon
Willow Springs	9 – South Central	Howell

NORTH CENTRAL DISTRICT (8)

City	Facility	County
Macon	District Office	Macon
Atlanta	Maintenance & Traffic	Macon
Bosworth	Maintenance & Traffic	Carroll
Green City	Maintenance & Traffic	Sullivan
Harris	Maintenance & Traffic	Sullivan
Junction C & V	Maintenance & Traffic	Linn
Marshall Junction – Retain as Salt Storage Only	Maintenance & Traffic	Saline
Sweet Springs	Maintenance & Traffic	Saline

KIRKSVILLE CITY COUNCIL STUDY SESSION ATTACHMENT

SUBJECT: Engine 504 Replacement with Purchase of new Fire Truck

STUDY SESSION MEETING DATE: June 20, 2011

CITY DEPARTMENT: Kirksville Fire Department

PREPARED BY: Randy Behrens

A fire truck committee was formed in 2010 with the purpose of developing bid specifications for replacement of Engine 504 the most utilized apparatus in the Fire Department's fleet. At the March 7, 2011 Council Study Session Chief Behrens outlined some of the major components of a new fire truck and asked to proceed with preparing bid specifications for a new fire truck.

Chief Behrens tasked the fire truck committee with putting a bid specification packet together to be ready to send out to truck manufactures. Chief Behrens set up some parameters that the truck committee needed in the specifications with one of the top priorities being able to place equipment in the compartments without moving equipment to reach equipment.

The Bids Specifications were advertised and mailed out to vendors on April 26, 2011 with an opening date of June 7, 2011. The Department received three bids back from the nine vendors who requested bids.

The three bids are as follows as opened:

Banner Fire Equipment Co., bid was \$543,795 with a trade in of \$45,000 making the cost \$498,795. (EONE) (Roxana, IL)

Schuhmacher Fire Equipment LLC, was \$543,840 with a trade in of \$51,500 making the cost \$492,340 (Pierce) (Washington, MO)

Fire Master Fire Equipment Inc., bid was \$594,453 with a trade in of \$45,000 making the cost \$549,543. (Ferrara) (Springfield, MO)

With the three vendors offering a trade in cost of \$45,000 - \$51,500 Chief Behrens would propose that we sale Engine 504 ourselves within 90 days with the understanding that Engine 504 will not be available until we receive the new truck, with an option to retain with the vendors the right to use their trade in bid.

The truck committee reviewed all three vendors bid specifications to determine who most closely matched are bid specifications as mailed to them. The City Garage personnel also reviewed the specifications for the mechanical aspects of the truck. All three bidders placed a bid in the price range of \$500,000 - \$600,000 that the department had reported in the March 7th Study Session.

None of the vendors met all of the specifications and had exceptions to the bid specifications. Attached to this document is a comparison of all three bids. The one vendor that matched the bid the closest was Fire Master Fire Equipment Inc. offering a Ferrara Custom Chassis Rescue Pumper. The Ferrara Pumper offered the largest compartments of all three bidders and exceeded the bid specifications and this was a top priority.

At this time the truck committee is requesting that the Council consider adding to the Council agenda on June 20, 2011 the purchase from Fire Master Fire Equipment Inc. a Custom Rescue Pumper made by Ferrara.

**City of Kirksville, Missouri
BID COMPARISON**

Description	Bidder	Bidder	Bidder
Bid Item: Rescue Pumper	Banner Fire Equipment Inc.	Schumacher Fire Equipment LLC	Fire Master Fire Equipment
Bid Bond	yes	yes	yes
No Bids Withdrawn for 60 days	no 45 days	yes 60 days	no 30 days
All bids must be F.O.B. Kirksville	no Roxanna IL	maybe Kirksville	yes Kirksville
Delivery date on acceptance	210-240	180-210	240-270
Gross Vehicle Weight	45,000	49,800	47,000
The bidder will state "Yes" or "No" on bid specifications	yes	no	yes
Includes terms of payment	yes	yes	yes
Lease Payments	yes	yes	yes
Inspection Trips 3	no 2	not mentioned	yes 3
Proposal Drawing	yes	no	yes
NFPA compliant 1901	yes	yes	yes
Warranties offered below			
Chassis Frame Rails - lifetime	lifetime	50 years	lifetime
Engine	5 years	5 years	5 year or 100,000
Transmission	5 years	5 years	5 year
Fire Pump	6 yr 3 parts	6 years	5 yr part 2
Water Tank	lifetime	lifetime	lifetime
Apparatus Body 10 years	yes	yes	yes
Rust	10	10	10
Paint 7 year	10	10	10
Stainless Steel 10 years	yes		yes
Information Certificates	yes	yes	yes
Letter of authorization	yes	yes	yes
Commercial General Liability	yes	will provide	yes
Manuals / CD = 2 copies	yes	manuals only	yes
Four Man Cab	no fold down	yes	yes

Description	Bidder	Bidder	Bidder
	Banner Fire Equipment Inc.	Schumacher Fire Equipment LLC	Fire Master Fire Equipment
Compartment space cubic feet of main compartments marked L,R or B of drawing provided we used an old drawing provided by Schumacher Fire	266.6 cubic feet	No current drawing provided old drawing 276.2	450 cubic feet
Compartment space 27" deep	26 lower-11 3/4 upper	26 lower-15 3/4 upper	yes 27" full depth
Hydraulic generator that can also power rescue equipment	yes	yes	yes
Front Bumper Hydraulic tool connector	yes	yes	yes
2 Hydraulic Hose Reels 100' of hose each	yes twin 100' hose	yes twin 100' hose	yes twin 100' hose
Electric Cord reel 200'	yes	yes	yes
33' in length	31' 10"	not mentioned	32'9"
height	129 inches	89 inches	122 inches
Wheel Base 187-203	no 178	yes 187	yes 203
500 gallon tank	yes 780 gallons	yes 500 gallons	yes 500 gallons
30 gallon foam tank	yes	yes	yes
1500 gallon per minute pump	yes single stage	yes single stage	yes single stage
Diesel Engine	yes Cummins ISL 450	yes Cummins ISL 450	yes Cummins ISL 425
Automatic Transmission Allison EVS 3000	yes	yes	yes
Alternator 320 AMP	yes	yes 340	yes
Tire Chains	yes	yes	yes
Cab Tilt	yes	yes	yes
Warning Lights for responding	yes	yes	yes
Air Horns	yes	yes	yes
Sirens	yes	yes	yes
Light Tower	yes	yes	yes
Ground Ladders	no 20' extension	yes	yes
Pike Poles, Axes, hand lights	yes	no	yes
Brackets to hold equipment	yes	not all	yes
Event Data Recorder	yes	yes	yes
Air Bags	yes	yes	yes

Mobile Camera	yes		yes
Intercom - Fire Com 3010	yes	yes	yes
Rear mounted access ladder	yes	yes	yes
60 Letters at least 3" tall	yes	yes	yes
60 Letters at least 12" tall	yes	not mentioned	yes

