

**TOWN OF PRESCOTT VALLEY  
REQUEST FOR COUNCIL ACTION  
Date: April 14, 2016**

**SUBJECT:** Wastewater Collection System – Sewer Inspection Van Conversion

**SUBMITTING DEPARTMENT:** Utilities Department

**PREPARED BY:** Mark Kieren – Utility Operations Manager, for  
Neil Wadsworth, Utilities Director

**AGENDA LOCATION:** Comments/Communications , Consent , Work/Study,  
New Business  Public Hearing , Second Reading

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**ATTACHMENTS:** a.) Quote from Quality Vans and Specialty Vehicles  
b.) Arizona State Contract No. ADSP016102779 Title: Mobility Vehicles and  
Vehicle Conversion Services  
c.) Photographs and design layouts

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**SUMMARY BACKGROUND:** During our 2014-2015 Fiscal, year we purchased a used 17' Box Truck from Penske. This purchase was in preparation for the conversion/relocation of our Sewer Closed Circuit Television (CCTV) equipment currently housed in an old Ford Econoline van.

The conversion will consist of adding working surfaces for the computer/video equipment, partitions for segregating the video area from the storage area, adding electrical for lighting and minor tools, a generator, and air conditioning. This work is proposed to be done by Quality Vans and Specialty Vehicles through Arizona State Contract ADSP016102779.

Several drawings and photographs (attached) illustrate the concept of the finished vehicle.

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**OPTIONS ANALYSIS:** The Council may vote to:

- 1.) Approve the Quote/purchase for the Camera Van conversion by Quality Vans and Specialty Vehicles, **OR**
- 2.) Not approve the Quote/purchase for the Camera Van conversion by Quality Vans and Specialty Vehicles **AND/OR**
- 3.) Direct staff to pursue other options.

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**ACTION OPTION:** Motion to approve the purchase for the Sewer Inspection Van conversion by Quality Vans and Specialty Vehicles under State Contract ADSP016102779, in the amount of \$23,399.74. **VOTE.**

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**RECOMMENDATION:** Staff recommends approval of the purchase for the Camera Van conversion by Quality Vans and Specialty Vehicles.

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**FISCAL ANALYSIS:** The FY 2015/16 budget account for Machinery and Equipment 501-7010-700-7420 has an allocation of \$20,000.00 for this project. In addition, unused funds in the amount of \$3,399.74 from the same account will be added for a total project cost of \$23,399.74, as summarized in Table 1 below.

Table 1

Vehicles (Camera Van Conversion)		501-7010-700-7420
FISCAL YR 2015/2016	Budget:	\$37,750.00
	Expended/Encumbered:	\$13,558.78
	Camer Van Conversion:	\$23,399.74 <this action
	Remaining Balance:	\$791.48
		FISCAL YR 2015/2016

**REVIEWED BY:**

Management Services Director \_\_\_\_\_

Town Clerk \_\_\_\_\_

Town Attorney \_\_\_\_\_

Town Manager \_\_\_\_\_

**COUNCIL ACTION:**

Approved  
  Denied  
  Tabled/Deferred  
  Assigned to \_\_\_\_\_