



## Legislation Text

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**File #:** 2020-0721, **Version:** 0

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### Title/Name/Summary

Agreement for Vehicle Maintenance and Repair Services with Joe Rizza Ford of Orland Park

### History

Earlier this year, as part of a Village-wide Early Retirement Incentive (ERI), several retirements took place. These retirements provided an opportunity to reevaluate the Village's operations and staffing. At the same time, the current COVID-19 pandemic, and the resulting financial impacts, triggered the need to reevaluate staffing and more cost effective ways to conduct the Village's core business.

Originally, the Village's Fleet Division included a Vehicle and Equipment Operations Manager, three (3) full-time mechanics, an inventory specialist, and a maintenance worker. As part of a Village-wide early retirement program, the Division was reduced to two (2) full-time mechanics and one (1) maintenance worker; all under the oversight of the Assistant Director of Public Works. The inventory specialist position was replaced with a contracted services agreement through NAPA Integrated Business Solutions (IBS).

At the August 3, 2020 Village Board meeting, following a competitive RFP process, the Village Board approved a contract with Mercury Associates to conduct a comprehensive assessment of the Village's fleet management operations, and the development of specific recommendations regarding the overall size, condition, maintenance and replacement of its publicly-owned vehicles and equipment. The eventual resulting analysis, recommendations, report and action plan will identify opportunities to improve current processes and reduce costs, as well as be used as a guide for budgeting and prioritizing maintenance and general capital replacement and assisting the Village in determining the remaining useful life of each surveyed capital asset.

At the time the Board concurred with the elimination of the positions in the Vehicles and Equipment Division, staff recommended utilizing a portion of the salary savings to outsource vehicle maintenance responsibilities when needed. Presently, the Village's fleet is comprised of approximately 192 vehicles and associated pieces of equipment as follows:

- Light Duty Automobile - non police use (13)
- Light Duty Truck/SUV/F150/250 (28)
- Medium Duty Truck, Bus, F350/450/550 (28)
- Heavy Duty Plow Truck (single axle) (21)
- Heavy Duty Plow Truck (tandem axle) (5)
- Police/ESDA Interceptor - Sedan, Utility, Tahoe (70)
- Backhoe (3)
- Wheel Loader (3)
- Sewer Jet Trucks (1)
- 55"- 65" Aerial Trucks (2)
- Street Sweepers (1)

· Vans-Cargo & Passenger (17)

Most of the Village's sedans and light duty trucks are Ford products. Fortunately, the Village has a Ford dealership in town which provides a convenient and cost effective resource for maintaining the Village's Ford vehicles. In negotiations with Joe Rizza Ford staff, vehicle maintenance priority will be provided to Village-owned vehicles and a discounted service rate will be provided to the Village. Staff is recommending entering into an agreement with Joe Rizza Ford of Orland Park for vehicle maintenance services for the Ford sedans and light duty trucks which will permit the Village's two remaining full-time mechanics to concentrate on maintaining heavy duty vehicles and equipment.

**Financial Impact**

Funds have been allocated to account number 010-5006-443400 to cover the cost of services rendered.

**Recommended Action/Motion**

I move to approve authorizing the Village Manager to execute an agreement for vehicle maintenance and repair services with Joe Rizza Ford of Orland Park.