



OPEN MEETING

SPECIAL MEETING OF THE MOBILITY AND VEHICLES COMMITTEE*

**Thursday, March 2, 2023 1:00 PM
Board Room/Virtual**

Laguna Woods Village owners/residents are welcome to participate in all open committee meetings and submit comments or questions regarding virtual meetings using one of two options:

1. Join the Committee meeting via a Zoom link at: <https://us06web.zoom.us/j/93335974508> or by calling 669-900-6833 Access Code: 933 3597 4508
2. Via email to meeting@vmsinc.org any time before the meeting is scheduled to begin or during the meeting. Please use the name of the committee in the subject line of the email. Name and unit number must be included.

NOTICE AND AGENDA

This Meeting May Be Recorded

1. Call to Order
2. Acknowledgement of Media
3. Approval of the Agenda

Items for Discussion:

4. Vehicle Purchase – Ten Ford Rangers Pick-Up Trucks for the Landscape and Maintenance and Construction Departments
5. Vehicle Purchase – Ten Utility Vehicles for the Landscape and General Services Departments

Concluding Business:

- Committee Member Comments
- Date of Next Meeting: April 5, 2023 at 1:30 p.m.
- Adjournment

*A quorum of the GRF Board or more may also be present at the meeting.

Don Tibbetts, Chair
Robert Carroll, Staff Officer Telephone:
949-597-4638

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STAFF REPORT

DATE: March 2, 2023
FOR: Mobility and Vehicles Committee
SUBJECT: Vehicle Purchase – Ten Ford Ranger Pick-Up Trucks

RECOMMENDATION

Approve the purchase of ten Ford Ranger pick-up trucks in the estimated amount of \$347,288.

BACKGROUND

The General Services Department is responsible for the maintenance and replacement of approximately 260 Golden Rain Foundation (GRF) vehicles and 160 special equipment units. On September 7, 2021, the GRF Board approved an overall 2022 Vehicle Replacement budget of \$1,418,000 to replace GRF vehicles. This includes an allocation of \$175,000 (JP220390000) to replace seven GRF small pick-up trucks, an allocation of \$25,000 (JP220480000) for an additional small pick-up truck for the Pest Management work center, and an allocation of \$140,000 (JP220420000) to replace four F-250 Trucks.

DISCUSSION

Four Ford Rangers are scheduled to go to Carpentry, one to Painting, two to Manor Alterations, two to Irrigation, and one to Pest Management, for a total of ten new Ford Rangers. The Maintenance and Construction and Landscape Departments use Ford Rangers to travel to job sites and transport equipment and supplies. Carpentry, Painting, Irrigation, Pest Management, and other work centers use Ford Rangers to accomplish their work, including the transport of pipe, and an assortment of sprinkler heads, valves, fittings, lumber, painting supplies and equipment, and a variety of tools. The Manor Alterations work center uses Ford Rangers to travel to appointments throughout the community. Smaller, more affordable Ford Rangers are used by these work centers when larger more expensive half ton and three-quarter ton trucks are not required.

In 2022, the General Services Department completed a fleet-right sizing assessment that identified that two Ford F-250 trucks in the Landscape Department can be replaced with smaller, more affordable Ford Rangers with estimated savings of \$12,900 per vehicle. In addition, based on the assessment, the Maintenance and Construction Department is pooling several vehicles and utilizing Ford Rangers in Manor Alterations because small trucks have a 13-year life expectancy compared to ten years for passenger vehicles. After ten years, these small trucks can be transferred to other maintenance work centers where they can replace older, heavier used vehicles, providing additional long-term savings.

The Vehicle Maintenance Division endeavors to replace vehicles before they become unreliable and prone to significant mechanical failure. The vehicles scheduled for replacement are 16 to 23 years old and have between 43,000 to 121,000 miles. Attachment 1 includes additional information on the current condition of each vehicle scheduled for replacement. Staff estimates annual savings of \$300 per vehicle for unscheduled maintenance, or a total of

\$2,700 per year for all vehicles being replaced. In addition, staff estimates annual fuel savings of \$2,705 as a result of these vehicles being replaced by newer more efficient models, or \$35,170 in fuel savings over the 13-year life of these vehicles.

The more significant maintenance issue presented by the current older vehicles is parts availability. It has become increasingly difficult to obtain parts for the current Ford Rangers, including powertrain control modules (PCM’s), outside mirrors, parking brake assemblies, interior door handles, and differentials. If the parts are not available, and the vehicle is not safe to drive, the vehicle will be placed out of service, which impacts the work center’s ability to deliver services in a timely manner.

The Ford Ranger specifications include a 2.3L Ecoboost engine (4 cylinder), air conditioning, automatic transmission, two-wheel drive, access cab, six-foot bed, power steering, power brakes, cloth seats, vinyl floor covering, and 16” steel wheels. The vehicles will be outfitted with the necessary tool boxes, ladder racks, pipe racks, and vehicle logos identifying them as Laguna Woods Village Transportation vehicles. The estimated cost of the Ford Rangers is \$34,729 per vehicle, including tax, associated fees, and equipment, or \$347,288 for ten vehicles. This purchase will be competitively bid by the Purchasing Division to ensure the best available pricing.

FISCAL IMPACT

The 2022 CIP allocations of \$175,000 Small Pick-Up Trucks (JP220390000), \$25,000 Pest Management Small Pick-Up (JP220480000), \$70,000 F-250 Trucks (JP220420000), are insufficient to cover the overall cost, therefore approximately \$45,788 from the Miscellaneous Vehicles (JP220370000) job code will be used to fund this purchase. Supply chain issues and vehicle chip shortages within the automotive industry have contributed to increased vehicle costs, reduced discounts and dealer mark-ups. The estimated sales value upon surplus is \$3,500 per vehicle, or \$31,500 for nine vehicles. There are no other revenue or regulatory impacts associated with this action.

Small Pick-Up Trucks (JP220390000)	175,000
Pest Management Small Pick-Up (JP220480000)	25,000
F-250 Trucks (JP220420000)*	70,000
Surplus Value	31,500
Misc. Vehicles (JP220370000)	45,788
Total	347,288

*This F-250 job code is being used for two Ford Rangers because the fleet right-sizing assessment identified that two F-250 trucks can be down-sized to two Ford Rangers, saving approximately \$12,900 per vehicle. Only half of the \$140,000 budgeted in this job code will be used.

Prepared By: Robert Carroll, Director of General Services
Reviewed By: Kurt Wiemann, Landscape Services Director
Manuel Gomez, Maintenance and Construction Director
Steve Hormuth, Director of Financial Services

ATTACHMENT(S)

ATT-1: Additional Detail Regarding Current Vehicles

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	Unit No.	Current Vehicle	Year	WC	WC Description	Mileage	Manufacturer Support and Parts Availability	Vehicle Status/Repair History	Downtime (Past 2 years)	Service Impacts if Not Replaced
1	702512	Ford Ranger	2000	912	Carpentry	43,504	Parts availability is a significant concern.	Bad clutch and differential. Still running, but will be placed out of service as soon as clutch or differential fully fail.	5 days	Service calls will be delayed and service ticket response times will be negatively impacted . This vehicle is used by carpentry personnel assigned to duties such as dry rot repair, doors, windows, cabinetry and flooring. Work crew can not operate without this service truck.
2	702515	Ford Ranger	2000	925	Manor Alter.	67,121	Parts availability is a significant concern.	Bad clutch and differential. Still running, but will be placed out of service as soon as clutch or differential fully fail.	10 days	This vehicle is used by inspection personnel to conduct site visits and inspections for mutual consents and variances for alteration projects in both mutuals. No other company vehicles are available for inspections and use of personal vehicles is discouraged for liability purposes.
3	702518	Ford Ranger	2000	932	Painting	51,293	Parts availability is a significant concern.	Needs paint job - peeling cracking hood and rusty cab roof. Still running, but will be placed out of service if cant find needed parts.	24 days	Service calls will be delayed and service ticket response times will be negatively impacted . This vehicle is used by paint crew personnel assigned to duties such as service calls to paint interior and exterior walls, trim and ceilings. Work crew can not operate without this service truck.
4	702521	Ford Ranger	2000	912	Carpentry	88,895	Parts availability is a significant concern.	Bad headliner and floor mat. Still running, but will be placed out if service if cant find needed parts.	13 days	Service calls will be delayed and service ticket response times will be negatively impacted . This vehicle is used by carpentry personnel assigned to duties such as dry rot repair, doors, windows, cabinetry and flooring. Work crew can not operate without this service truck.
5	702522	Ford Ranger	2000	912	Carpentry	56,624	Parts availability is a significant concern.	Bad headliner and floor mat. Needs seat repair. Still running, but will be placed out of service if cant find needed parts.	2 days	Service calls will be delayed and service ticket response times will be negatively impacted . This vehicle is used by carpentry personnel assigned to duties such as dry rot repair, doors, windows, cabinetry and flooring. Work crew can not operate without this service truck.
6	702523	Ford Ranger	2000	925	Manor Alter.	68,300	Parts availability is a significant concern.	Needs complete paint job because paint is peeling and roof is rusted. Still running, but will be placed out of service if cant find needed parts.	8 days	This vehicle is used by inspection personnel to conduct site visits and inspections for mutual consents and variances for alteration projects in both mutuals. No other company vehicles are available for inspections and use of personal vehicles is discouraged for liability purposes.
7	702530	Ford Ranger	2000	912	Carpentry	65,065	Parts availability is a significant concern.	Rusty roof and paint peeling. Needs seat repair. Still running, but will be placed out of service if cant find needed parts.	15 days	Service calls will be delayed and service ticket response times will be negatively impacted . This vehicle is used by carpentry personnel assigned to duties such as dry rot repair, doors, windows, cabinetry and flooring. Work crew can not operate without this service truck.
8	702723	Ford-F250	2003	540	Irrigation	121,738	Parts availability is a significant concern.	Needs seat repair. Body and right/front marker damage. Still running, but will be placed out of service if can't find needed parts.	134 days	This vehicle is used by foreman to oversee work and deliver pipe and materials to crews. Unreliable vehicles cause delays, lack of oversight and wasted water due to repairs being delayed.
9	702838	Ford-F250	2007	540	Irrigation	103,672	Parts availability is a significant concern.	Damaged overhead cam inside head, timing on engine bad, engine rattles, and check engine light comes on. Needs engine replacement. Still running, but will be placed out of service once engine fails.	58 days	This vehicle is used by foreman to oversee work and deliver pipe and materials to crews. Unreliable vehicles cause delays, lack of oversight and wasted water due to repairs being delayed.
10	New	New	New	560	Pest Mgt.	N/A	N/A	N/A	N/A	A technician was added to the 2022 budget for rodent control. The technician is currently using a surplussed vehicle. Technician works alone driving throughout the community, setting and refilling rat traps.

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STAFF REPORT

DATE: March 2, 2023
FOR: Mobility and Vehicles Committee
SUBJECT: Vehicle Purchase – Ten Utility Vehicles

RECOMMENDATION

Approve the purchase of seven Kawasaki Mule and three Club Car Carryall 500 vehicles in the estimated amount of \$212,200.

BACKGROUND

The General Services Department is responsible for the maintenance and replacement of approximately 260 Golden Rain Foundation (GRF) vehicles and 160 special equipment units. On September 7, 2021, the GRF Board approved an overall 2022 Vehicle Replacement budget of \$1,418,000 to replace GRF vehicles. This includes an allocation of \$120,000 (JP220440000) to replace eight utility vehicles and an allocation of \$30,000 (JP220470000) to add two utility vehicles in the Landscape Department.

DISCUSSION

The Landscape and General Services Departments utilize Kawasaki Mule utility vehicles within the Grounds Maintenance, Tree Maintenance, Landscape Operations, and Street and Sidewalk work centers to accomplish their work, including the transport of employees, tools, equipment and supplies. Utility vehicles are preferred over small pick-ups because they are less expensive, smaller, lighter, and allow for workers to have improved access to areas on narrow paths and between buildings. These lighter vehicles also minimize damage to turf and other areas. These utility vehicles have the capacity to pull small trailers, further adding to the functionality of these small vehicles. Five of the ten utility vehicles being purchased will replace existing vehicles in these work centers. The vehicles being replaced are between 11 and 16 years old and have between 4,300 and 15,000 miles. In addition, two utility vehicles will be added for Landscape Operations, for a total of seven Kawasaki Mule utility vehicles purchased. The additional Mules for Landscape Operations will go to the new Improvement and Restoration unit that is focusing on turf reduction and plant replacement projects throughout the Village. This unit has been temporarily using surplus vehicles that are scheduled to go out to auction.

The utility vehicles for these work centers will be either Kawasaki PRO-MX EPS (2 seats) or Kawasaki Mule PRO-FXT (4 seats). The Kawasaki PRO-MX EPS has two seats, a 695 cubic centimeter engine, bed lift, four-wheel drive, and a 1,500 lb. towing capacity. The Kawasaki Mule PRO-FXT has four seats, an 812 cubic centimeter engine, bed lift, four-wheel drive, and a 2,000 lb. towing capacity. The estimated cost of the Kawasaki Mule PRO-MX EPS is \$19,000 per vehicle, including tax, and associated fees, or \$76,000 for four vehicles. The estimated cost of the Kawasaki Mule PRO-FXT is \$24,400 per vehicle, including tax, and associated fees, or \$73,200 for three vehicles.

In addition, the Landscape and Recreation and Special Events Departments currently utilize Vantage VanGo vehicles in the Irrigation and Golf Maintenance work centers. These vehicles are very small van type vehicles that include lockable storage for irrigation heads, fittings, valves, tools and other valuable supplies. Parts are no longer available for the current Vantage VanGo's, so these will be replaced by gas powered Club Car Carryall 500 vehicles. These vehicles are less expensive and more light weight than a small truck. These light weight vehicles with lockable storage allow staff to drive the vehicles onto grass surfaces close to where repairs need to be made. The current vehicles are between 13 and 15 years old and have 15,000 and 25,000 miles. The Club Car Carryall 500 vehicles will be equipped with a 14 horsepower overhead valve fuel injected engine, four wheel brakes, heavy duty front suspension, black cover, hinged windshield, and a large lockable utility box so that work center staff can organize, store, and transport their supplies to the work site. The estimated cost of the Club Car Carryall 500 is \$21,000 per vehicle, including tax, and associated fees, or \$63,000 for three vehicles.

The Vehicle Maintenance Division endeavors to replace vehicles before they become unreliable and prone to significant mechanical failure. Staff estimates annual savings of \$1,375 per vehicle for unscheduled maintenance, or \$11,000 total per year for all eight vehicles being replaced. This is estimated savings as a result of these older vehicles no longer needing to be repaired. Attachment 1 includes additional information on the current condition of each vehicle scheduled for replacement. This purchase will be competitively bid by the Purchasing Division to ensure the best available pricing.

FISCAL IMPACT

The total estimated cost to purchase all ten utility vehicles is \$212,200. The 2022 CIP allocations of \$120,000 Mule Utility (JP220440000) and \$30,000 Utility Vehicles (JP220470000) are insufficient to cover the overall cost, therefore approximately \$59,000 from the Miscellaneous Vehicles (JP220370000) job code will be used to fund this purchase. Supply chain issues and vehicle chip shortages within the automotive industry have contributed to increased vehicle costs, reduced discounts and dealer mark-ups. The estimated sales revenue upon surplus is \$400 per vehicle. There are no other revenue or regulatory impacts associated with this action.

Mule Utility (JP220440000)	\$120,000
Add: Utility Vehicles (2) (JP220470000)	\$30,000
Surplus Value	\$3,200
Misc. Vehicles (JP220370000)	\$59,000
	\$212,200

Prepared By: Robert Carroll, Director of General Services

Reviewed By: Kurt Wiemann, Director of Landscape Services
 Steve Hormuth, Director of Financial Services

ATTACHMENT(S)

ATT-1: Additional Detail Regarding Current Vehicles

	Unit No.	Current Vehicle	Year	WC	WC Description	Mileage	Mfg.Support/Parts Availability	Vehicle Status/Repair History	Downtime (Past 2 years)	Service Impacts if Not Replaced	Replace With
1	702849	Kawasaki Mule 3010	2007	936	Streets & Sidewalks	4,289 (on welder trailer)	Parts are available, but expensive.	Front differential has failed. Used in two wheel drive only. Four wheel drive needed for heavy loads to get up hills. Still running, but will be placed out of service upon major component failure.	128 days	If out of operation, 936 staff will not be able to get the welder in between buildings to weld. This will create a delay in ticket processing and create safety issues if railings and other items are not addressed.	Kawasaki Mule PRO-MX EPS (2-Seats)
2	A00452	2010 Jiabao	2010	530	Grounds Maintenance	14,995	Parts not available.	Out of service. Cargo area door handles and brake booster have failed. Can't access tools supplies.	22 days	Mules provide transportation for staff and equipment to reach hard to access areas. Lack of mules will require staff to walk and hand carry heavy power tools.	Kawasaki Mule PRO-FXT (4 seats)
3	A00453	2010 KIA/Vantage	2010	580	Golf Course	14,747	Parts not available.	Out of service. Cargo area door handles and transmission have failed.	395 days	Driven by irrigation technician that works alone. If out of operation technicians will need to share vehicles, reducing productivity in half.	Club Car 500
4	A00454	2010 KIA/Vantage	2010	540	Irrigation/Drainage	26,025	Parts not available.	In service. Failing cargo area door handle, and steering box is leaking. Still running, but will be placed out of service if cant find needed parts.	414 days	Driven by irrigation technician that works alone. If out of operation technicians will need to share vehicles, reducing productivity in half.	Club Car 500
5	702850	Kawasaki Mule 3010	2007	936	Streets & Sidewalks	11,894	Parts are available, but expensive.	In service. Heavy body damage and differential about to fail. Drive and driven are making noise and about to fail. Still running, but will be placed out of service upon major component failure.	8 days	If out of operation, 936 staff will have to carry or wheelbarrow tools, broken concrete and other materials, etc. long distances increasing the chance of injury and significantly reducing efficiency. Tickets will back up.	Kawasaki Mule PRO-MX EPS (2-Seats)
6	702904	Kia Vantage	2008	540	Irrigation/Drainage	17,575	Part not available.	Out of service. Needs engine computer.	199 days	Driven by irrigation technician that works alone. If out of operation technicians will need to share vehicles, reducing productivity in half.	Club Car 500
7	A00723	Kawasaki Mule 4010	2011	570	Tree Maintenance	4,107 hrs.	Parts are available, but expensive.	Heavy body damage. Defective torque converter and belt. Still running, but will be placed out of service upon major component failure.	20 days	Mules provide transportation for staff and equipment to reach hard to access areas. Lack of mules will require staff to walk and hand carry heavy power tools	Kawasaki Mule PRO-MX EPS (2-Seats)
8	A00725	Kawasaki Mule 4010	2012	570	Tree Maintenance	2,060 hrs.	Parts are available, but expensive.	Heavy body damage, drive/driven and transmission failed. Vehicle is inoperable and has been surplused.	Not avail.	Mules provide transportation for staff and equipment to reach hard to access areas. Lack of mules will require staff to walk and hand carry heavy power tools	Kawasaki Mule PRO-MX EPS (2-Seats)
9	New	New	New	510	Landscape Operations	N/A	N/A	N/A	N/A	Staff is using old, surplused vehicles.	Kawasaki Mule PRO-FXT (4 seats)
10	New	New	New	510	Landscape Operations	N/A	N/A	N/A	N/A	Staff is using old, surplused vehicles.	Kawasaki Mule PRO-FXT (4 seats)

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