

## **STAFF REPORT**

**To:** Coastside County Water District Board of Directors

**From:** Mary Rogren, General Manager

**Agenda:** January 13, 2026

**Report Date:** January 9, 2026

**Agenda Title:** Waive the Procedural Requirements for Sealed Competitive Bids and Authorize the General Manager to Procure a New Ford F150 4x4 Crew Cab Pickup.

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### **Recommendation/Motion:**

**Waive the procedural requirements for sealed competitive bids and authorize the General Manager to procure a new Ford F150 4x4 Crew Cab pickup for a not-to-exceed amount of \$55,000.**

### **Background:**

During the December 23, 2025 windstorm, a tree branch fell on a District truck and significantly damaged it to the point of totaling the truck. (Luckily, the truck was parked and unoccupied.) District staff is working with ACWA-JPIA to determine the insurance recovery on the loss.

In the meantime, staff recommends that the District move forward with replacing the truck for the operator whose vehicle was lost during the wind event. Staff has contacted three dealerships to locate an in-stock replacement truck equipped per the District's standard configuration, however inventories of the desired configuration are low. The District has received two quotes in the \$51,000 - \$53,000 range, however, since these trucks are "in-stock", they could be subject to a first come, first serve sale before the District commits to the purchase. Staff would like the flexibility to complete the sale with a dealership with the lowest cost/best available option.

The Capital Improvement Plan (CIP) includes two truck purchases in Fiscal Year 2026–2027. Purchasing a truck now will move forward one of the purchases currently budgeted for the next fiscal year.

### **Determination of Waiving Competitive Bidding Requirements:**

Staff is requesting the Board to waive the formal competitive bidding requirements

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of Resolution 2025-07 and to purchase a vehicle for a not to exceed amount of \$55,000 from a dealership offering the lowest cost/best available option. Due to the loss of an operator-assigned vehicle during the recent storms, the District is seeking to replace the vehicle immediately rather than placing an order that could take several months to fulfill.

Fiscal Impact: \$55,000 less insurance proceeds. This vehicle is included in the District's CIP for Fiscal Year 2026-2027.