



CITY OF MARSHALL
Equipment Review Committee

A g e n d a

Tuesday, November 12, 2024 at 3:30 PM
344 W. Main St., City Hall

APPROVAL OF AGENDA

APPROVAL OF MINUTES

- [1.](#) Consider Approval of the Minutes

NEW BUSINESS

- [2.](#) Steel Double Drum Asphalt Roller for Street Department
3. Fleet Vehicle Discussion

OTHER BUSINESS ITEMS

ADJOURN

Disclaimer: These agendas have been prepared to provide information regarding an upcoming meeting of the Common Council of the City of Marshall. This document does not claim to be complete and is subject to change.



CITY OF MARSHALL AGENDA ITEM REPORT

Presenter:	Chair
Meeting Date:	Tuesday, November 12, 2024
Category:	APPROVAL OF MINUTES
Type:	ACTION
Subject:	Consider Approval of the Minutes
Background Information:	Enclosed are the minutes from the previous meeting.
Fiscal Impact:	
Alternative/ Variations:	Staff encourages Members to provide any suggested corrections to the minutes in writing to City Clerk, Steven Anderson, prior to the meeting.
Recommendations:	That the minutes from the previous meeting be approved as filed with each member and that the reading of the same be waived.

CITY OF MARSHALL
EQUIPMENT REVIEW COMMITTEE
M I N U T E S
Monday, May 9, 2024
10:00 AM

MEMBERS PRESENT: Jim Lozinski and Craig Schafer

STAFF PRESENT: Sharon Hanson, City Administrator, Jason Anderson, Director of Public Works/City Engineer; Jim Marshall, Director of Public Safety; E.J. Moberg, Director of Administrative Services; Preston Stensrud, Parks and Rec Supervisor; Scott Truedson, Wastewater Supervisor; Quentin Brunsvold, Fire Chief; Stephen Zimmer, City Administrator Intern; Karla Drown, Finance Director; and Dean Coudron, Public Ways Supervisor.

Chairman Lozinski called the meeting to order at 4:00 PM

Consider Approval of the Minutes

Motion by Schafer, seconded by Lozinski to approve the minutes as presented. All voted in favor. Motion passed 2-0.

Utility Vehicle for the Fire Department

Brunsvold provided a quick background on the specifications that were being asked to be put out for bid. The Fire Department purposely went with very generic specs to encourage a variety of bids. Lozinski asked if this was going to replace a current unit or would be an addition. Brunsvold clarified that this would be a replacement for the current unit and after talks with Stensrud the Fire Department would be passing the current unit down to the Parks Department. The current UTV has a closed body and was installed with a snowplow which would be well used by the Parks Department. Schafer asked about the body and carrying capacity of the proposed unit. The new unit to be bid on would not include a plow or a closed body. The bed portion would just need to be long enough to carry the skid unit and needed to be a composite box or have a spray liner as the previous UTV had a lot of rust issues. The proposed unit would also be moving to a gasoline engine instead of diesel for ease of maintenance and convenience. Brunsvold talked to a few dealers and it sounded as if the bids would be coming in well under budget and trade-in offers weren't enticing, hence the suggestion to give the old UTV to the Parks Department.

Motion made by Schafer, Seconded by Lozinski to authorize the Fire Department to advertise for bids for a Utility Vehicle. All voted in Favor, the motion passed 2-0.

Enterprise Vehicle Leasing

Moberg led the discussion about the 22 leased vehicles through Enterprise Fleet Management. Moberg had inquired with Baker Tilly about Capital Equipment Notes and Minnwest Bank about options to buyout the fleet. The total remaining payments which included interest and management fees was \$566,611.13 and there would be an additional \$251,150.25 in residual to own the vehicles outright. Enterprise would also need to be compensated \$8,850 to transfer the titles to the City of Marshall. The committee asked various questions regarding terms and interest rates. Baker Tilly estimated that the city would incur roughly \$55,000 in issuance costs and have an interest rate of 4.8% for short term capital equipment notes. Minnwest Bank would have a much smaller closing cost of \$1000 but the interest rate would be higher than the notes and could change until we lock in a rate. Staff recalled that vehicles used to be purchased through a mixture of levy and equipment bonding. Lozinski suggested that vehicles be rotated every 10 years and to use 5-year bonds except for Police Department vehicles. The Police Department Vehicles would need to be cycled quicker because of higher use. Director Marshall indicated that upfitting times for vehicles has become problematic and could take up to a year before a vehicle would be put into service unless proper timelines for procurement were in place. With Enterprise it was always a guess when vehicles would show up and if one were to show up unexpectedly for PD it might sit for a year unused while we continued to pay on the lease because it couldn't be equipped with proper equipment.

Motion made by Schafer, Seconded by Lozinski to have staff look into financing options to buyout the Enterprise Fleet Management leases and future vehicle purchases, along with staff to create a vehicle procurement policy.

Adjourn

Motion by Schafer, second by Lozinski to adjourn the meeting. Motion passed 2-0. The meeting was adjourned at 4:36 PM.

Respectfully submitted,
Steven Anderson
City Clerk

EQUIPMENT REVIEW – 11/12/2024

AGENDA ITEM REPORT

Presenter:	Jason Anderson
Meeting Date:	Tuesday, November 12, 2024
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Steel Double Drum Asphalt Roller for Street Department
Background Information:	<p>The attached specification is for the replacement of the existing 1980 Ingersoll Rand steel roller at the Street Department. The existing roller is very costly to maintain because parts are hard to get due to age of the unit or parts are modified to keep it in working condition.</p> <p>Three quotes were received for this replacement. The low quote was submitted by Ziegler CAT for a CAT CB 2.5 GC at a total cost, less trade-in, of \$43,636.10.</p>
Fiscal Impact:	The 2024 Street Department Capital budget includes \$40,000.00 capital equipment fund levy for this purchase.
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	Committee recommend to Council the purchase of a new roller and trade-in of existing roller.

**MINIMUM SPECIFICATIONS FOR
ONE (1) NEW SMOOTH STEEL DOUBLE DRUM ASPHALT ROLLER FOR STREET DEPT MARSHALL
MN**

	MINIMUM SPECIFICATION	Meets Min. Spec? If "Yes", mark w/ "X"	Comments for Items Exceeding Minimum Specifications
1)	Diesel engine	1)	1)
2)	24 HP gross engine power	2)	2)
3)	39" wide smooth steel rollers with scrapers	3)	3)
4)	27" drum diameter	4)	4)
5)	Dual vibration front and rear	5)	5)
6)	5000 LBS operating weight	6)	6)
7)	2" mechanical offset	7)	7)
8)	Pressurized water nozzles with water level indicator	8)	8)
9)	Fully adjustable operator seat with arm rest and seat belt	9)	9)
10)	Dashboard with displays and gauges	10)	10)
11)	9-gallon fuel tank	11)	11)
12)	12-volt electrical system	12)	12)
13)	40-gallon water capacity	13)	13)
14)	5.5 MPH travel speed	14)	14)
15)	Lighting package per road regulations	15)	15)
16)	Strobe light	16)	16)
17)	Horn and back up alarm	17)	17)
18)	SMV emblem	18)	18)
19)	Foldable ROPS	19)	19)
20)		20)	20)
21)		21)	21)
22)		22)	22)
23)		23)	23)
24)		24)	24)
25)		25)	25)

Also included is all equipment normally advertised as standard equipment on the make and model on proposal.
All other items advertised as standard equipment shall be included in the quote and furnished by the successful quote.

Pre-Delivery: Prior to delivery, new vehicle shall be completely serviced by vendor in accordance with the standard.
New care and "Make Ready" and manufacturer's recommendations. FOB City of Marshall Airport Department.

QUOTE TABULATION
FURNISH ONE (1) NEW NEW SMOOTH DRUM ROLLER
FOR THE STREET DEPARTMENT

TRADE-IN ONE (1) 1980 INGERSOLL RAND ROLLER
FROM THE STREET DEPARTMENT

DATE: NOVEMBER 6, 2024

TIME: BY 4:30 PM (Local Time)

VENDOR	YEAR MAKE MODEL	QUOTE AMOUNT	COMMENTS
Ziegler CAT Marshall, MN	CAT CB 2.5 GC	Quote: 45,736.10 Trade-In: <u>(2,100.00)</u> Total: 43,636.10	
RDO Equipment Marshall, MN	HAMM HD 10 VV	Quote: 47,947.20 Trade-In: <u>(3,500.00)</u> Total: 44,447.20	
Titan Machinery Marshall, MN	CASE DV26E	Quote: 54,030.00 Trade-In: <u>(3,500.00)</u> Total: 50,530.00	

PROPOSAL A

Ladies and Gentlemen:

The undersigned being familiar with all requirements and conditions hereby proposes to **FURNISH ONE (1) NEW STEEL SMOOTH DRUM ASPHALT ROLLER FOR THE MARSHALL STREET DEPARTMENT** in accordance with the base quote specifications attached hereto for the following price, to-wit.

The undersigned has completed the attached "MINIMUM SPECIFICATIONS" sheet including explanation of any items which exceed the minimum specifications.

BASE QUOTE: One (1) NEW ASPHALT ROLLER

MAKE Caterpillar
MODEL CB2.56C

BID AMOUNT

\$ 45,436.10
+ Freight - \$300
45,736.10

TRADE-IN One 1980 Ingersoll Rand DA-30

LESS TRADE-IN

\$ 2,100

TAX

\$ Exempt

TOTAL BID AMOUNT

\$ 43,636.10

DELIVERY DATE: TBD

Contact Public Way Superintendent Dean Coudron at 507-829-5806 regarding questions on the specifications of the new mower.

In submitting this proposal, it is understood that the right is reserved by the City to reject any or all proposals, and to waive any informalities, and accept the bid or bids that are in the best interest of the City.

Respectfully Submitted,

Ty Brauer 

OFFICIAL ADDRESS

Ziegler Cat Inc
1700 US Hwy 59
Marshall, mn 56258

**MINIMUM SPECIFICATIONS FOR
ONE (1) NEW SMOOTH STEEL DOUBLE DRUM ASPHALT ROLLER FOR STREET DEPT MARSHALL
MN**

	MINIMUM SPECIFICATION	Meets Min. Spec? If "Yes", mark w/ "X"	Comments for Items Exceeding Minimum Specifications
1)	Diesel engine	1) X	1)
2)	24 HP gross engine power	2) X	2) 24.7
3)	39" wide smooth steel rollers with scrapers	3) X	3) 39.4"
4)	27" drum diameter	4) X	4) 28.3"
5)	Dual vibration front and rear	5) X	5)
6)	5000 LBS operating weight	6) X	6) 5546
7)	2" mechanical offset	7) X	7)
8)	Pressurized water nozzles with water level indicator	8) X	8)
9)	Fully adjustable operator seat with arm rest and seat belt	9) X	9)
10)	Dashboard with displays and gauges	10) X	10)
11)	9-gallon fuel tank	11) X	11) 14.37 gallons
12)	12-volt electrical system	12) X	12)
13)	40-gallon water capacity	13) X	13) 52.8 gallons
14)	5.5 MPH travel speed	14) X	14) 5.8 mph
15)	Lighting package per road regulations	15) X	15)
16)	Strobe light	16) X	16)
17)	Horn and back up alarm	17) X	17)
18)	SMV emblem	18) X	18)
19)	Foldable ROPS	19) X	19)
20)		20)	20)
21)		21)	21)
22)		22)	22)
23)		23)	23)
24)		24)	24)
25)		25)	25)

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Ziegler Inc.



223835-01

Nov 06, 2024

CITY OF MARSHALL
344 W MAIN ST
MARSHALL, MN 56258-1313

Dear Dean Coudron,

We would like to thank you for your interest in our company and our products, and are pleased to quote the following for your consideration.

Caterpillar Model: CB2.5GC Paving Compaction

We wish to thank you for the opportunity of quoting on your equipment needs. This quotation is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,

A large, stylized handwritten signature in blue ink, appearing to read "Ty Brouwer", with a long horizontal flourish extending to the right.

Ty Brouwer
Territory Manager
507-828-9300

Caterpillar Model: CB2.5GC Paving Compaction

Standard Equipment

POWERTRAIN

CAT C1.7T diesel engine
-Turbocharged, EPA tier 4 final and EU stage IV certified engine
aftertreatment
-Gross power per ISO 14396 18.4kW (24.7 hp) @2200 RPM
-Liquid cooled, direct injection
Aftercooler, air to air (ATAAC)
Fuel filter/water separator/manual priming pump
Dual element air cleaner with dust

ELECTRICAL

Engine start switch with auto preheat
12-volt starting and charging system
85 ampere alternator
Maintenance free battery, 750 CCA
Isolated and cooled battery compartment
Backup alarm and forward facing warning horn

OPERATOR ENVIRONMENT

Gauge Cluster:
-Water level gauge
-Fuel level gauge
-Hour meter
-Engine coolant temperature gauge
-Faults
Simple rocker switches
Emergency stop switch
Operator warning system indicators:
-Parking brake engaged
-Operator out of seat
-Hydraulic oil temperature high
-Hydraulic oil restriction
-Engine oil low pressure
-Electrical system voltage low
-Low fuel
-Engine preheat

DRUMS

Two smooth drums: 1000 mm (39.4") wide x 720 mm (28.3") diameter and 14mm (0.55") thick
Single amplitude with dual frequency vibratory system
Automatic vibration control to prevent vibration in neutral

FLUIDS

Premixed 50% concentration of extended life coolant with freeze protection

OTHER STANDARD EQUIPMENT

Lockable engine enclosure with safety hold open batch
Lockable external fuel fill

ejection
3 Engine speeds - idle, med, high
Engine belt guard
Programable auto Idle Shutdown
Aluminum bar plate cooling system
Hydrostatic transmission
Auto warmup cycle
Hydraulic on demand cooling fan
Service and parking brakes - spring applied hydraulically released

Product Link ready
Beacon ready
Diagnostic connector
CAT ET Compatible
Labeled and sealed electrical connectors
LED work lights (2 front, 2 rear)

-Engine emission system
-High/low vibe frequency
-Beacon status
Lockable, vandalism guard for instrument panel
Travel control, single lever
High Vis Orange retractable seatbelt, 76mm (3")
2 platform handrails/single guardrail
Steering wheel spinner
12-volt power point
ROPS
Sealed storage compartment
Isolated operator platform
Vibration reducing, diesel resistant rubber floormat

Selection of front drum or both drum vibration
Pressurized drum watering system with selectable continuous or intermittent flow
4 nozzle spray bars
Triple spray system filtration

to -37C (-35F)

55L (14.5 gal) fuel tank capacity
200L (52.8 gal) water tank capacity
6 quick connect hydraulic pressure test

Sealed for life hitch bearings
 Sight gauges:
 -Hydraulic tank level
 -Engine coolant
 Lockable hydraulic tank cap
 Articulated frame with safety lock
 3 point hitch
 4 transport tie-down and 4 lift points

ports + 1 SOS port
 Caterpillar o-ring face-seals couplings
 Offset hitch with 50 mm (2") of
 manual adjustment
 Ecology drains:
 -Hydraulic Tank
 -Radiator
 -Engine Oil

MACHINE SPECIFICATIONS

REF #	DESCRIPTION	LIST PRICE
574-2842	CB2.5 GC 03A UTILITY COMPACTOR	\$55,430.00
564-8160	ENGINE, CAT C1.7T	\$0.00
559-1655	HYDRAULICS, STD	\$0.00
568-5154	LIGHTS, WORKING, LED	\$0.00
565-3671	SWITCH, BATTERY DISCONNECT, RED	\$178.00
573-5962	SEAT, WITH SAFETY SWITCH	\$745.00
364-2279	SUPPORT, SLIDING FOR SEAT	\$995.00
542-6995	SEAT BELT, 3"	\$189.00
574-6088	ROPS, FOLDABLE, LOCKABLE	\$2,370.00
367-6538	TRAVEL CONTROL, DUAL LEVER	\$1,150.00
577-1414	PRODUCT LINK, CELLULAR PL243	\$0.00
503-1603	PLUG (NON SINGLE LIFT)	\$0.00
569-8093	GUARDS, BUMPER	\$109.00
603-5171	DRUM SCRAPER, FOLDING	\$243.00
574-6039	OIL, HYD, STANDARD	\$0.00
574-6030	INSTRUCTIONS, ANSI	\$0.00
561-3543	CONTROL, TRACTION	\$2,330.00
625-9035	LIGHT, BEACON	\$358.00
457-9152	MATS, COCOA	\$1,065.00
0G-0044	ROLL ON-ROLL OFF	\$0.00
	TOTAL LIST PRICE	\$65,162.00
	TOTAL CORPORATE DISCOUNT (19% OF LIST)	(\$12,380.78)
	TOTAL CONFIGURED PRICE	\$52,781.22
0P-9003	LANE 3 ORDER	\$0.00
421-8926	SERIALIZED TECHNICAL MEDIA KIT	\$0.00
0F-5109	CERTIFICATE OF ORIGIN	\$116.00
	TOTAL NET ITEMS	\$116.00
	REGIONAL PACKAGE DISCOUNT	(\$7,611.12)
	SLOW MOVING VEHICLE SIGN (SMV)	\$150.00
	TOTAL POST FACTORY ITEMS	(\$7,461.12)
	TOTAL MACHINE SELL PRICE	\$45,436.10

SELL PRICE	\$45,436.10
LESS GROSS TRADE ALLOWANCE	(\$2,100.00)
FREIGHT	\$300.00
NET BALANCE DUE	\$43,636.10
BALANCE	\$43,636.10

TRADE-INS

Model	Make	Serial Number	Year	Trade Allowance
DA-30	Ingersol Rand (AL)	56023	1980	\$2,100.00

WARRANTY

Standard Warranty: 1 Year / Unlimited Hour Governmental Warranty

F.O.B/TERMS: MARSHALL, MN