



CITY OF SEBASTOPOL CITY COUNCIL

AGENDA ITEM REPORT FOR MEETING OF: January 6, 2026

To: Honorable Mayor and City Councilmembers
From: Erik Billing, Public Works Operations Supervisor
Subject: Approval of the Purchase of a New Backhoe for \$153,152.26

RECOMMENDATIONS:

That the City Council authorizes the Interim City Manager to execute the replacement purchase and to sign all necessary paperwork for a new backhoe for net cost of not to exceed \$153,152.26.

EXECUTIVE SUMMARY:

The City maintains a fleet of equipment used to maintain, repair, and replace infrastructure, including water, wastewater, storm drains, and landscaping. The Public Works Department has maintained a goal of managing its fleet under a 15- to 20-year replacement cycle to ensure reliability, compliance, and cost efficiency.

Two pieces of equipment—a backhoe (25 years old) and a skip loader (23 years old)—have been identified to be retired. This replacement was anticipated, and funds were allocated in the approved Fiscal Year 2025–26 Public Works budget for a new backhoe.

Public Works obtained a quote from Pape Machinery using Sourcingwell pricing, which provides significant discounts to government agencies. The updated quote as of December 4, 2025, is \$166,152.26. The approved budget included \$162,000.00 for the purchase. Below is a table showing the approved budget, updated quote, and trade-in value for the two older pieces of equipment.

Budget Category	Amount
Approved FY 25-26 Budget	\$162,000.00
Updated quote	\$166,152.26
Trade in value of existing equipment	\$13,000.00
Total price	\$153,152.26

BACKGROUND:

Historically, the Public Works Department has maintained a goal of managing its fleet under a 15- to 20-year replacement cycle to ensure reliability, compliance, and cost efficiency. This proactive approach helps minimize unexpected breakdowns, reduce maintenance expenses, and maintain compliance with evolving environmental regulations.

For the current fiscal year, two pieces of equipment—a backhoe and a skip loader—were identified for retirement and replacement. The decision was based on several factors:



- **Age:** Both units have exceeded the targeted useful lifespan.
- **Emission Standards:** Neither meets current California Air Resources Board requirements, which generally applies to new vehicles purchased by the City.
- **Maintenance Costs:** Increasing repair needs have made continued operation impractical.

This replacement was anticipated and included as part of the approved Fiscal Year 2025–26 Public Works budget, ensuring to meet regulatory compliance.

DISCUSSION:

Public Works requires this essential piece of equipment to maintain, repair, and replace the City's infrastructure, including water, wastewater, storm drainage, and landscaping systems. The retirement of two aging units—a backhoe and a skip loader—was anticipated due to their age and their escalating maintenance costs. Additionally, the vehicles do not meet current California Environmental Protection Agency Air Resources Board emissions standards that generally apply to new vehicle purchase.

To ensure continuity of operations, Public Works requested a quote from Pape Machinery using Sourcewell Pricing for a new John Deere 320P Backhoe, which meets all current emissions requirements. This equipment will strengthen the department's ability to deliver reliable services and maintain critical infrastructure efficiently. Sourcewell is a national agency that facilitates cooperative purchasing for public agencies, in order to take advantage of economies of scale. The City's purchasing policy allows the use of cooperative purchasing.

STAFF ANALYSIS:

Public Works staff obtained a competitive quote from Pape Machinery, a local authorized dealer for John Deere equipment that offers **Sourcewell pricing**, providing significant discounts to government agencies.

- **Quoted Equipment:** John Deere 320P Backhoe
- **Quoted Price:** \$166,152.26
- **Trade-In Credit:** \$13,000.00 for two retired units
- **Net Cost:** \$153,152.26

A fiscal review confirmed that adequate funding is available within the Enterprise Operating Budget for Fiscal Year 2025–26 to cover this purchase. This planned replacement ensures compliance with state environmental standards while reducing future maintenance costs.

BUDGET COMMITTEE REVIEW:

This item was reviewed by the Budget Committee on December 15, 2025

CITY COUNCIL GOALS/PRIORITIES/AND OR GENERAL PLAN CONSISTENCY:

This agenda represents the City Council goals/priorities as follows:

- Goal 3 – Infrastructure. Maintaining high quality infrastructure, facilities and services includes repairing/ replacing outdated city facilities, improving streets, stormwater and wastewater infrastructure.

FISCAL IMPACT:



By leveraging Sourcewell pricing and applying trade-in credits for the retired units, the department is able to secure the new backhoe at a competitive rate without exceeding budgetary limits as this allocation to purchase this new equipment falls within the approved FY25-26 adopted budget. The net price of the new backhoe, after accounting for the trade in value of two retired units, is \$153,152.26, which is less than the budgeted amount.

COMMUNITY OUTREACH:

This item has been noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to the scheduled meeting date.

As of the writing of this staff report, the City has not received any public comment on this item. However, if staff receives public comment from interested parties following the publication and distribution of this staff report, such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the public comment portion of this item.

RESTATEMENT OF RECOMMENDATION:

That the City Council authorizes the Interim City Manager to execute the replacement purchase and to sign all necessary paperwork for a new backhoe for net cost of not to exceed \$153,152.26.

CITY COUNCIL OPTION(S):

Approve as recommended or not approve the request.

ATTACHMENTS:

1-Equipment replacement quote

2-Resolution

APPROVALS:

Department Head Approval: Approval Date: 12/10/25

CEQA Determination (Planning): Approval Date: 12/10/25

This project is Categorically Exempt pursuant to CEQA Guidelines Section 15301(d).

Administrative Services (Financial) Approval Date: 12/22/25

Costs authorized in City Approved Budget: Yes No N/A (see Fiscal Analysis)

Account Code (if applicable) 500/510-44-02-5100 & 104-41-03-5100

City Attorney Approval: Approval Date: 12/22/25

City Manager Approval: Approval Date: 12/30/25

12-4-25
 City of Sebastopol
 PO Box 1776
 Sebastopol, CA 95473

Dear Erik,

The following is our Sourcewell proposal for a New John Deere 320P Backhoe. Our Sourcewell Contract #011723-JDC. This price represents a 43% discount off of John Deere's published list price.

John Deere 320P with Canopy, LED Light Package
 John Deere 4.5L Final Tier 4 Engine
 1.31 Cu Yrd, Multi-Purpose Bucket (4 in 1)
 Heavy Lift Extendible Dipperstick
 7 function One & Two Way Flow Hydraulics (Hammer & Thumb)
 Amulett Hydraulic Thumb
 Pilot Controls
 1000 lb Front Counterweight
 Wain Roy Coupler with 24" Wain Roy Digging bucket with teeth
 Ride Control
 Sky Hook
 36-1500 hr PTH Warranty

Sourcewell Sales Price FOB Sebastopol Corp Yard	\$150,705
Sales Tax @ 10.25%	\$15,447.26
Tire Tax	\$7.0
Sale Price	\$166,152.26

Less Trade Ins:

John Deere 310E #887681	-\$7,000.00
Case 570XL #JJG0262415	-\$6,000.00
Total Sale Price FOB Sebastopol after Trade-ins	\$153152.26

Sincerely—Bob Crottogini



MACHINERY

RESOLUTION NUMBER: XXXX-2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEBASTOPOL AUTHORIZES THE INTERIM CITY MANAGER TO EXECUTE THE REPLACEMENT PURCHASE AND TO SIGN ALL NECESSARY PAPERWORK FOR A NEW BACKHOE

WHEREAS, the City maintains a fleet of equipment used to maintain, repair, and replace infrastructure, including water, wastewater, storm drains, and landscaping. All equipment must comply with emissions standards set by the California Environmental Protection Agency Air Resources Board; and

WHEREAS, two pieces of equipment—a backhoe (25 years old) and a skip loader (23 years old)—no longer meet these standards and must be retired. This replacement was anticipated, and funds were allocated in the approved Fiscal Year 2025–26 Public Works budget for a new backhoe; and

WHEREAS, to ensure continuity of operations and compliance with environmental regulations, Public Works requested a quote from Pape Machinery for a new John Deere 320P Backhoe, which meets all current emissions requirements. This equipment will strengthen the department's ability to deliver reliable services and maintain critical infrastructure efficiently; and

WHEREAS, Public Works obtained a quote from Pape Machinery using Sourcewell pricing, which provides significant discounts to government agencies. The updated quote as of December 4, 2025, is \$166,152.26. With trade-in credit of \$13,000.00 for the two retired units for a total price of \$153,152.26. The approved budget included \$162,000.00 for the purchase.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Sebastopol hereby authorizes the Interim City Manager to execute the replacement purchase and to sign all necessary paperwork for a new backhoe.

The above and foregoing Resolution was duly passed, approved, and adopted at a meeting by the City Council on the _____ day of _____ 2026

I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the City of Sebastopol City Council by the following vote:

VOTE:

Ayes:

Noes:

Absent:

Abstain:

APPROVED:

Jill McLewis, Mayor

ATTEST:

Mary Gourley, Interim City Manager/Assistant City Manager/City Clerk, MMC

APPROVED AS TO FORM:

Alex Mog, City Attorney