

## Liliana Almonte

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**From:** Ofelia Alvarez  
**Sent:** Wednesday, May 18, 2022 10:49 AM  
**To:** Delmy Cuellar  
**Cc:** Liliana Almonte  
**Subject:** RE: Piggyback Procurement of Elgin Street Sweeper

Thank you!

Ofelia Alvarez, CPPB  
Senior Buyer, Purchasing Division  
City of Richmond  
Phone: 510-620-6699  
[Ofelia\\_Alvarez@ci.richmond.ca.us](mailto:Ofelia_Alvarez@ci.richmond.ca.us)

Note to Vendors: You can now register to receive bid announcements on-line, at [www.ci.richmond.ca.us/bids](http://www.ci.richmond.ca.us/bids).

**From:** Delmy Cuellar <[delmy\\_cuellar@ci.richmond.ca.us](mailto:delmy_cuellar@ci.richmond.ca.us)>  
**Sent:** Wednesday, May 18, 2022 10:41 AM  
**To:** Ofelia Alvarez <[ofelia\\_alvarez@ci.richmond.ca.us](mailto:ofelia_alvarez@ci.richmond.ca.us)>  
**Cc:** Liliana Almonte <[Liliana\\_Almonte@ci.richmond.ca.us](mailto:Liliana_Almonte@ci.richmond.ca.us)>  
**Subject:** RE: Piggyback Procurement of Elgin Street Sweeper

Hi Ofelia,  
Approved.

Thank you,

Delmy Cuellar  
Finance Department  
(510) 620-6790  
[Delmy\\_Cuellar@ci.richmond.ca.us](mailto:Delmy_Cuellar@ci.richmond.ca.us)

**From:** Ofelia Alvarez <[ofelia\\_alvarez@ci.richmond.ca.us](mailto:ofelia_alvarez@ci.richmond.ca.us)>  
**Sent:** Wednesday, May 18, 2022 9:48 AM  
**To:** Delmy Cuellar <[delmy\\_cuellar@ci.richmond.ca.us](mailto:delmy_cuellar@ci.richmond.ca.us)>  
**Cc:** Liliana Almonte <[Liliana\\_Almonte@ci.richmond.ca.us](mailto:Liliana_Almonte@ci.richmond.ca.us)>  
**Subject:** FW: Piggyback Procurement of Elgin Street Sweeper

Hola Delmy:

Sorry to bother you, but do you approve this piggyback procurement?

See email below:

Thanks

Ofelia Alvarez, CPPB  
Senior Buyer, Purchasing Division  
City of Richmond  
Phone: 510-620-6699  
[Ofelia\\_Alvarez@ci.richmond.ca.us](mailto:Ofelia_Alvarez@ci.richmond.ca.us)

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**From:** Liliana Almonte <[Liliana\\_Almonte@ci.richmond.ca.us](mailto:Liliana_Almonte@ci.richmond.ca.us)>  
**Sent:** Wednesday, May 18, 2022 9:15 AM  
**To:** Ofelia Alvarez <[ofelia\\_alvarez@ci.richmond.ca.us](mailto:ofelia_alvarez@ci.richmond.ca.us)>  
**Subject:** RE: Piggyback Procurement of Elgin Street Sweeper

Hi Ofelia –

Just checking to see if there's an update?

I want to make sure I make the deadline for Council.

**L. Almonte**  
**510-231-3020**

**From:** Ofelia Alvarez <[ofelia\\_alvarez@ci.richmond.ca.us](mailto:ofelia_alvarez@ci.richmond.ca.us)>  
**Sent:** Friday, May 13, 2022 2:52 PM  
**To:** Delmy Cuellar <[delmy\\_cuellar@ci.richmond.ca.us](mailto:delmy_cuellar@ci.richmond.ca.us)>  
**Cc:** Dee Karnes <[Dee\\_Karnes@ci.richmond.ca.us](mailto:Dee_Karnes@ci.richmond.ca.us)>; Liliana Almonte <[Liliana\\_Almonte@ci.richmond.ca.us](mailto:Liliana_Almonte@ci.richmond.ca.us)>; Antonio Banuelos <[abanuelos@ci.richmond.ca.us](mailto:abanuelos@ci.richmond.ca.us)>  
**Subject:** FW: Piggyback Procurement of Elgin Street Sweeper

Hi Delmy:

Legal is requesting that you approve this piggyback purchase as stated in Section 2.52.326 of the procurement code which states the following:

"The Purchasing Manager determines that a "piggyback" purchase is in the City's best interest because an unusual or unique situation exists that makes the application of the City's requirements of competitive sealed bidding and competitive sealed proposals contrary to the public interest.

(2)

The purchase request has been reviewed by the Finance Director and it has been determined there are no local suppliers or contractors who could provide the product or service at competitive rates

I have reviewed the attached documentation and agree that a piggyback purchase is in the City's best interest . Please let us know if Equipment Services should proceed with this procurement.

Thanks

Ofelia Alvarez, CPPB  
Senior Buyer, Purchasing Division  
City of Richmond

Phone: 510-620-6699  
[Ofelia\\_Alvarez@ci.richmond.ca.us](mailto:Ofelia_Alvarez@ci.richmond.ca.us)

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**From:** Liliana Almonte <[Liliana\\_Almonte@ci.richmond.ca.us](mailto:Liliana_Almonte@ci.richmond.ca.us)>  
**Sent:** Friday, May 13, 2022 2:26 PM  
**To:** Ofelia Alvarez <[ofelia\\_alvarez@ci.richmond.ca.us](mailto:ofelia_alvarez@ci.richmond.ca.us)>  
**Cc:** Dee Karnes <[Dee\\_Karnes@ci.richmond.ca.us](mailto:Dee_Karnes@ci.richmond.ca.us)>  
**Subject:** Piggyback Procurement of Elgin Street Sweeper

Hi Ofelia –

I have attached a memo and attachments seeking Delmy's approval to move forward with the purchase of a new Elgin street sweeper.

**Liliana Almonte**  
**Fleet Maintenance Division**

City of Richmond  
Public Works Department  
510-231-3020



**MEMO**

TO: Delmy Cuellar  
Finance Department

FROM: Liliana Almonte

CC: Ofelia Alvarez  
Dee Karnes

DATE: May 18, 2022

RE: **PIGGYBACK PURCHASE OF ELGIN STREET SWEEPER**

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Fleet Maintenance is requesting your approval to move forward with the purchase of a new Elgin Street Sweeper, see attached quote #2022-46961. We are on the City Council agenda for June 7, 2022.

A Sourcewell contract with Elgin Sweeper Company is in place through November 16, 2025. Owen Equipment is the only authorized dealer in Northern California for Elgin equipment.

There are no local manufacturers of Elgin street sweepers.

I have attached the proof of national solicitation by Sourcewell.

There are no other national purchasing contracts in place for the Elgin sweeper that the City of Richmond seeks to purchase.