



**Northwest Fire District  
Governing Board**  
13535 North Marana Main Street  
Marana, Arizona

**SCHEDULED**

**MEMORANDUM NO. {{item.tracking\_number}}**

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<b>Date:</b>	February 25, 2025
<b>To:</b>	Governing Board
<b>From:</b>	Raymond Thibault, Procurement & Contract Specialist
<b>Division:</b>	Business Services
<b>Type of Action:</b>	Formal Action/Motion
<b>Strategic Plan Goals:</b>	Demonstrate responsible and transparent stewardship of organizational resources
<b>Agenda Item:</b>	Approval to Utilize Sunland Asphalt & Construction LLC on a 1 Government Procurement Alliance (1GPA) Cooperative Contract for the Purchase of Training Center Asphalt Maintenance in the Amount of \$302,000 and Authorization to Use Capital Reserve Fund Balance

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**RECOMMENDATION:**

Staff recommends approval to utilize Sunland Asphalt & Construction LLC on a 1GPA Cooperative Contract for the purchase of Training Center Asphalt Maintenance in the amount of \$302,000 and authorization to use Capital Reserve fund balance.

**MOTION:**

Move to approve the utilization of Sunland Asphalt & Construction LLC on a 1GPA Cooperative Contract for the purchase of Training Center Asphalt Maintenance in the amount of \$302,000 and authorization to use Capital Reserve fund balance.

**DISCUSSION:**

Sunland Asphalt & Construction LLC is on a 1GPA Cooperative Contract that can be utilized for asphalt products & services. The Governing Board approved the District joining the 1GPA Cooperative membership on December 16, 2014. Individual cooperative contracts go through a competitive process with the hosting agency, but they are not approved by the Governing Board like District issued contracts.

The requested asphalt maintenance at the Training Center was not included in the Adopted FY24/25 Budget but is a necessary project to prevent the need for more extensive work in the future. The Capital Reserve Fund balance as of February 1, 2025, is \$2,618,111 of which \$889,316 is dedicated to fund pavement preservation and is sufficient to cover the purchase of the asphalt replacement. Due to this single purchase exceeding \$50,000, and the request to use Capital Reserve Fund balance, the District is seeking Board approval.

**ALTERNATIVES:**

None recommended.

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### **Fiscal Impact**

**FISCAL YEAR:** 24/25

**BUDGETED Y/N:** No

**AMOUNT REQUESTED:** \$302,000

**FISCAL IMPACT:** The estimated Capital Reserve Fund balance is approximately \$2.6 million, of which \$889,316 is dedicated to fund pavement preservation and sufficient to cover the requested asphalt maintenance.

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### **Attachments**

Sunland Training Center Entrance Proposal  
Capital Reserve Fund Balance 02.01.2025