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Date: May 9, 2022
To: Rapid City Public Library Board
From: Faye Bice, Finance Committee Chair
Re: Authorization to order bookmobile

Date: May 2, 2022
To: Faye Bice, Finance Committee Chair
From: Terri Davis, Library Director
Re: Authorization to order bookmobile

Motion: Move to authorize the Library Director to begin the process to order a Freightliner M2 bookmobile with hybrid driveline system from TechOps Specialty Vehicles.

Background: Library management has researched a number of electric and hybrid bookmobile options, with the assistance of Black Hills Energy's fleet manager. After reviewing and considering many vehicles, a 20' bookmobile box built on a Freightliner M2 chassis was determined to be the best option; a similar but slightly larger vehicle can be seen at: <https://www.youtube.com/watch?v=AFhnyqHNUWw>. The Freightliner can be serviced locally in the future, and both Black Hills Energy and Monument Health Services have had positive experiences with these vehicles.

Funding for the bookmobile is available through the library budgets and the Library Foundation; the matrix below shows the estimated costs and which components are being purchased by the Foundation and by the library. This process has been reviewed with the city's Finance Director and Deputy Finance Director. The Rapid City Library Foundation will purchase the chassis independently, with TechOps signing off on the specifications. The hybrid drive system and bookmobile box will be purchased through a governmental purchasing source; however, the hybrid system can be invoiced separately, and the Foundation will pay that invoice. At some point during the chassis build, the Foundation will donate the chassis to the library, and the Library Board must take formal action to accept that donation.

Component	Purchased by	Component cost (approximate)	Comments
Chassis	Rapid City Library Foundation	\$ 86,605	Completion of chassis estimated for January 2023. Chassis would then be delivered to hybrid component manufacturer
Hybrid drive system	Rapid City Library Foundation	\$ 85,000	Installation of hybrid drive system estimated to take about four months
Box build	Rapid City Public Library	\$ 303,810	Portions of this amount are located within all three library budgets: city, county, and library board funds

The timeframe is tight, but if the ordering process is begun right away, it is projected that we could receive delivery of the bookmobile in the fourth quarter of 2023. An HGACbuy contract with TechOps will be reviewed by the City Attorney and brought to the Library Board for approval.