



# AGENDA REPORT


**TO:** Jestin D. Johnson  
City Administrator

**FROM:** Josh Rowan  
Interim Director,  
Oakland Public Works

**SUBJECT:** The W.W.Williams Company LLC,  
Contract for Allison Transmission  
Parts and Repair Services

**DATE:** September 30, 2025

City Administrator Approval

  
Jestin Johnson (Oct 2, 2025 15:34:31 PDT)

Date: 10/02/2025

## **RECOMMENDATION**

**Staff Recommends That The City Council Adopt A Resolution: Awarding A Contract To The W.W. Williams Company LLC, The Sole Responsive And Responsible Offer Obtained By Open Market Per OMC 2.04.050(J) To Formal Calls For Bids On Specification No. 25-928.00 To Provide Allison Transmission Parts And Repair Services In The Amount Not To Exceed Seven Hundred Fifty Thousand Dollars (\$750,000) Per Year For A Five Year Term, November 15, 2025, To November 15, 2030, For A Total Not To Exceed Contract Amount Of Three Million Seven Hundred And Fifty Thousand Dollars (\$3,750,000) Over A Five Year Term; And (2) Waiving The Local Business/Small Local Business Enterprise Program Utilization Requirement; (3) And Making Appropriate California Environmental Quality Act Findings**

## **EXECUTIVE SUMMARY**

Approval of the proposed resolution authorizing a parts and service agreement with The W.W. Williams Company LLC will ensure that City of Oakland equipment equipped with Allison transmissions—including essential heavy apparatus such as Pierce fire ladder trucks—receives the maintenance and repair services necessary to maintain operational safety, reliability, and compliance with manufacturer standards. This agreement is critical to supporting uninterrupted service delivery and safeguarding both equipment operators and the general public.

The procurement was conducted as a formally advertised competitive bid in compliance with OMC § 2.04.050; after receiving no bids, the City proceeded under OMC

§ 2.04.050(J) to solicit quotes on the open market, resulting in one complete responsive submittal.”

## **BACKGROUND / LEGISLATIVE HISTORY**

The City of Oakland (City) currently maintains a fleet of approximately 1,900 vehicles and equipment, comprised of staff and emergency response vehicles, with nearly 100 assets equipped with Allison transmissions. Within Oakland Public Works (OPW), the Equipment Services Division is the primary source for these assets' maintenance and repairs.

During peak demands or excessive workload, the Equipment Services Division will rely on vendors specializing in transmission repairs to provide parts and services to reduce the equipment's out-of-service time or downtime. Equipment downtime due to routine preventative maintenance or mechanical breakdown in the field must be minimized as much as possible to ensure response readiness. OPW's Bureau of Maintenance and Internal Services (BMIS), Equipment Services Division, uses this contract to complete repairs and maintenance on equipment to ensure their operational safety for the City's staff and public.

Due to the high average age of the City's owned equipment, currently at 13.2 years old, the heavy equipment assets are now experiencing more costly repairs and extended downtime. This increase in downtime is negatively impacting many departments, including Keep Oakland Clean and Beautiful (KOCB), the Department of Transportation (DOT), the OPW Sewers Division, and the Oakland Fire Department (OFD).

## **ANALYSIS AND POLICY ALTERNATIVES**

On December 13, 2024, Specification No. 25-928.00/Request For Quotation (RFQ) No. 313519-2 (**Attachment A**) to provide Allison transmission parts and repair services to City owned equipment was sent to four local and seven non-local business enterprises, which included:

- The W.W.Williams Company LLC
- TEC of California Inc
- Peterson Trucks Incorporated
- Economy Trucking Services Inc
- Jasper Engines and Transmissions
- Kelly's Truck Repair
- KJ's Auto Body and Repair
- Nixon-Egli Equipment Company

- North State Truck Equipment Inc
- United Transmission Exchange
- Pape Kenworth

The notice was also posted on the City's website and advertised in the City's official newspaper following Oakland Municipal Code (OMC) 2.04.050.

RFQ No. 313519-2 was closed on January 13, 2025, with no bids received. The Buyer then solicited vendors to submit a bid via the open market process (Specification No. 25-928.00). Only one complete bid was received, from The W.W.Williams Company LLC.

Following an evaluation of results, contract requirements, and capacity needs, The W.W. Williams Company LLC was identified as the sole responsive and responsible offer under OMC 2.04.050(J), the open market process. As a result, the company is qualified to provide Allison transmission parts and repair services for City-owned equipment.

The proposed resolution supports the Citywide Priorities of a **vibrant, sustainable Infrastructure**, by providing staff with properly maintained and repaired equipment that enables staff to perform the required fieldwork throughout the City, providing essential services for the City's residents while keeping both the operators and members of the public safe.

Ordinance numbers [13640](#) and [13647](#) C.M.S. require a minimum 50-percent (50%) Local Business Enterprise/Small Local Business Enterprise (LBE/SLBE) participation for all purchases of commodities, goods, and associated services for contracts valued at or over fifty thousand dollars (\$50,000) when there are at least three certified businesses listed in the industry, trade, or profession that constitutes a major category of work.

However, the Council may waive the City's LBE/SLBE requirements for the purchase of commodities, goods, services, supplies, or a combination thereof due to a lack or limited availability of SLBEs or LBEs under Part I of Oakland's Local and Small Local Business Enterprise Program guidelines adopted by Ordinance No. 13647 C.M.S.

Staff has not been able to identify certified LBE/SLBEs that can provide Allison transmission parts and repair services to City-owned equipment and provide the products or perform the services that are required under this contract.

The recommended contractor, The W.W.Williams Company LLC., is located in Hayward, California, and will not use any subcontractors. Thus, the staff requests the waiver of the LBE/SLBE utilization requirements for this proposed contract award.

## **FISCAL IMPACT**

All proposed contract expenditures shall be charged to the OPW's Bureau of Maintenance and Internal Services, Equipment Services Division Fund (4100), under the Equipment Services Administration System Organization (30541), within the Repair and Maintenance: Miscellaneous category (54619).

Currently, no funding is appropriated in the baseline budget; therefore, funds will not be committed unless identified and allocated. Purchases under this contract will be made on an as-needed basis, with no minimum purchase requirement. The contract maximum shall be \$750,000 per fiscal year, with a total contract cap of \$3,750,000. **Table 1** outlines the proposed funding amount per project year.

Table 1	
Project Year	Contract Amount
2025-2026	750,000
2026-2027	750,000
2027-2028	750,000
2028-2029	750,000
2029-2030	750,000
Contract Total:	\$ 3,750,000

## **PUBLIC OUTREACH / INTEREST**

The RFQ No. 313519-2 (**Attachment A**) notice was published on the City's website and issued through Oracle Sourcing. No further public outreach was necessary for this report beyond posting on the City's website.

## **COORDINATION**

OPW Bureau of Maintenance and Internal Services, Equipment Services Division worked with the City's Controller's Bureau Purchasing Section, the City's Budget Bureau, and the City Attorney's Office, and the Department of Workplace and Employment Standards in preparation of this report.

## **SUSTAINABLE OPPORTUNITIES**

**Economic:** This award would require approximately \$750,000 per contract year.

***Environmental:*** Maintaining the City's equipment with dealer-approved parts and service ensures compliance with California's emission regulations, reduces emissions, and extends equipment life, thereby supporting the City's climate action plan and minimizing waste.

***Race & Equity:*** There are no race and equity opportunities associated with this report.

### **CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)**

This action is not a project under CEQA (Pub. Res. Code § 21065; CEQA Guidelines § 15378(b)(2) and (5)) because it constitutes administrative/organizational activities and the acquisition of parts and services for ongoing maintenance that will not result in any direct or reasonably foreseeable indirect physical change in the environment. Alternatively, and independently, the Council finds the action is exempt under CEQA Guidelines § 15061(b)(3) because there is no possibility of a significant environmental effect; and be it

**ACTION REQUESTED OF THE CITY COUNCIL**

Staff Recommends That The City Council Adopt A Resolution:

Awarding A Contract To The W.W. Williams Company LLC, The Sole Responsive And Responsible Offer Obtained By Open Market Per OMC 2.04.050(J) To Formal Calls For Bids On Specification No. 25-928.00 To Provide Allison Transmission Parts And Repair Services In The Amount Not To Exceed Seven Hundred Fifty Thousand Dollars (\$750,000) Per Year For A Five Year Term, November 15, 2025, To November 15, 2030, For A Total Not To Exceed Contract Amount Of Three Million Seven Hundred And Fifty Thousand Dollars (\$3,750,000) Over A Five Year Term; And (2) Waiving The Local Business/Small Local Business Enterprise Program Utilization Requirement; (3) And Making Appropriate California Environmental Quality Act Findings

For questions regarding this report, please contact Joseph Williams, Equipment Services Manager, at (510) 615-5489.

Respectfully submitted,



Josh Rowan (Oct 2, 2025 14:49:36 PDT)

Josh Rowan  
Interim Director, Oakland Public Works

Reviewed by:

Richard Battersby, Assistant Director  
Oakland Public Works, BMIS

Prepared by:

Joseph Williams, Equipment Services  
Manager  
Equipment Services Division

Attachments (2):

A: RFQ 313519-2

B: Specification 25-928.00