



## AGENDA MEMORANDUM

Future Item for the City Council Meeting of June 12, 2018  
Action Item for the City Council Meeting of June 19, 2018

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**DATE:** June 12, 2018

**TO:** Keith Selman, Interim City Manager

**FROM:** Jim Davis, Director of Asset Management  
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<b>Purchase of Nine Mini Excavators for Utilities Department</b>
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**CAPTION:**

Motion authorizing the purchase of nine mini excavators from Doggett Heavy Machinery Services of Corpus Christi, Texas, via BuyBoard cooperative, for a total amount of \$378,115.00.

**PURPOSE:**

This item is to approve the purchase of nine mini excavators for the Utilities Department.

**BACKGROUND AND FINDINGS:**

The Utilities Department currently has a requirement to replace nine mini excavators which are intended to perform various functions within the Water and Wastewater Divisions. Eight of these units are replacements while one is an addition to the fleet. The units to be replaced are all well past the end of their service lives. The addition is due to a new additional crew in the Water Division.

These mini excavators will be purchased through the BuyBoard cooperative, which provides a higher level of buying power for this type of equipment; therefore, a better price for the City.

**ALTERNATIVES:**

N/A

**OTHER CONSIDERATIONS:**

Not applicable

**CONFORMITY TO CITY POLICY:**

This purchase conforms to the City’s purchasing policies and procedures and State statutes regulating procurement.

**EMERGENCY / NON-EMERGENCY:**

Non-emergency

**DEPARTMENTAL CLEARANCES:**

Fleet Maintenance  
Utilities

**FINANCIAL IMPACT:**

X Operating       Revenue       Capital       Not applicable

<b>Fiscal Year: 2017-2018</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget	\$7,398,460.00	\$0.00	\$7,398,460.00
Encumbered / Expended Amount	\$735,102.19	\$0.00	\$735,102.19
This item	\$378,115.00	\$0.00	\$378,115.00
BALANCE	\$356,987.19	\$0.00	\$356,987.19

Fund(s): Fleet Maint. Svc

**Comments:** This purchase of nine mini excavators for \$378,115.00 is funded in FY2017-18.

**RECOMMENDATION:**

Staff recommends approval of the motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Price Sheet