



## AGENDA MEMORANDUM

First Reading for the City Council Meeting of July 23, 2019  
Second Reading for the City Council Meeting of July 30, 2019

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**DATE:** July 23, 2019

**TO:** Peter Zaroni, City Manager

**FROM:** Bill Mahaffey, Director of Gas Operations  
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<b>Purchase of Seven Trucks for Gas Department</b>
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**CAPTION:**

Ordinance appropriating \$208,138.33 from the Fleet Fund Future Replacement balance; amending the FY2018-2019 operating budget adopted by Ordinance 031548 to increase expenditures; and approving the purchase of seven trucks from Silsbee Ford of Silsbee, Texas, via GoodBuy Purchasing Cooperative for a total amount not to exceed \$208,138.33.

**PURPOSE:**

This item is to approve the purchase of seven trucks for the Gas Department.

**BACKGROUND AND FINDINGS:**

The Gas Department has a requirement to purchase seven trucks; one 2020 Ford F450 Crew Cab and six 2019 Ford F150 Regular Cab. All trucks are replacement units for vehicles that are past their expected service life of seven years. Two trucks are 12 years old and five over 16 years old. These units are frequently out of service due to costly repairs and three of these units have been removed from service.

Contracts awarded through the GoodBuy Cooperative have been competitively procured, and in compliance with Texas local and state procurement requirements.

**ALTERNATIVES:**

N/A

**OTHER CONSIDERATIONS:**

N/A

**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:**

Gas Operations

**FINANCIAL IMPACT:**

X Operating       Revenue       Capital       Not applicable

<b>Fiscal Year: 2018-2019</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget	\$8,071,021.11	\$0.00	\$8,071,021.11
Encumbered / Expended Amount	\$7,332,643.94	\$0.00	\$7,332,643.94
This item	\$208,138.33	\$0.00	\$208,138.33
<b>BALANCE</b>	<b>\$530,238.84</b>	<b>\$0.00</b>	<b>\$530,238.84</b>

Comments: Appropriating \$208,138.33 from the Fleet Fund Future Replacement balance; amending the FY2018-2019 operating budget adopted by Ordinance 031548 to increase expenditures.

**Funding Detail:**

Fund: 5110 Fleet Maintenance Service  
Organization/Activity: 40120 Equipment Purchases - Fleet  
Mission Element: 202 Maintain the Fleet  
Project # (CIP Only): N/A  
Account: 550020 Vehicles and Machinery

**RECOMMENDATION:**

Staff recommends approval of the action as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Price Sheet