



AGENDA MEMORANDUM

Future Item for the City Council Meeting of September 11, 2018
Action Item for City Council Meeting of September 18, 2018

DATE: September 11, 2018

TO: Keith Selman, Interim City Manager

FROM: Jim Davis, Director of Asset Management
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Purchase of Two Trucks for Utilities

CAPTION:

Motion authorizing the purchase of two Ford F-250 pickup trucks from Rush Truck Center of New Braunfels, Texas, via BuyBoard Purchasing Cooperative for a total amount not to exceed \$92,118.00.

PURPOSE:

This item is to approve the purchase of two 2019 F-250 Crew Cab Pickups for the Utilities Department (Mary Rhodes Pipeline).

BACKGROUND AND FINDINGS:

The Utilities Department currently has a requirement to replace two ¾ ton pickup trucks intended to perform various functions within the Water Department's Mary Rhodes Pipeline and Choke Canyon Reservoir Divisions. The units to be replaced are well past the end of their service lives. These trucks are both replacements. Purchasing the trucks will also eliminate the need to lease.

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

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:

Utilities

FINANCIAL IMPACT:

X Operating Revenue Capital Not applicable

Fiscal Year: 2017-2018	Current Year	Future Years	TOTALS
Line Item Budget	\$9,078,778.25	\$0.00	\$9,078,778.25
Encumbered / Expended Amount	\$6,015,884.67	\$0.00	\$6,015,884.67
This item	\$92,118.00	\$0.00	\$92,118.00
BALANCE	\$2,970,775.58	\$0.00	\$2,970,775.58

Fund(s): Utilities

Comments:

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Price Sheet