



**AGENDA MEMORANDUM**

First Reading Ordinance for the City Council Meeting of October 29, 2019  
Second Reading Ordinance for the City Council Meeting of November 12, 2019

**DATE:** October 29, 2019

**TO:** Peter Zaroni, City Manager

**FROM:** Kevin Norton, Director of Water Utilities  
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**Purchase of Twenty-Six Pickup Trucks for Utilities**

**CAPTION:**

Ordinance approving the purchase of twenty-six pickup trucks for a total amount not to exceed \$951,159.04 from Silsbee Ford of Silsbee, Texas via the GoodBuy Purchasing Cooperative to be used by the Utilities Department’s staff for daily operations; appropriating \$951,159.04 from the unreserved fund balance in the Water Fund, the Wastewater Fund, and the Storm Water Fund that was previously budgeted in FY 2019 for this purpose but not encumbered; and amending the FY 2019-2020 operating budget to increase expenditures.

**SUMMARY:**

This ordinance authorizes a purchase from Silsbee Ford of Silsbee, Texas, for twenty-six pickup trucks, of which twenty-five of these units are replacement units that are irreparably damaged or have exceeded their useful service life of eight years, and one is an addition to the fleet. The total amount not to exceed is \$951,159.04.

Type of Vehicle	Fleet Status	Quantity
2019 Ford F-250 Crew Cab 4x4	All Replacements	1
2019 Ford Ranger	All Replacements	4
2019 Ford F-150 Regular Cab	1 New /12 Replacement	13
2019 Ford F-250 Regular Cab	All Replacements	3
2020 Ford F-450 Regular Cab	All Replacements	1
2020 Ford F-550 Regular Cab	All Replacements	4
	<b>Total</b>	<b>26</b>

## **BACKGROUND AND FINDINGS:**

The pickup trucks are used daily by the Utilities Department to support raw water supply operations, water and wastewater treatment operations, water quality sampling, and maintenance, repair, and construction work associated with the City's water distribution system, wastewater collection system, and stormwater system. These twenty-five replacement trucks and one new truck allows for a more efficient and timely response by the Utilities Department to better serve the needs of citizens.

The procurement is through the GoodBuy Cooperative. Contracts awarded through the GoodBuy Cooperative have been competitively procured and are in compliance with Texas Local and State procurement requirements.

## **ALTERNATIVES:**

The equipment can be rented. However, this will not be cost-effective for the long-term, and the equipment may not be readily available when needed. Another option is to operate the current equipment until it fails.

## **FISCAL IMPACT:**

These twenty-six trucks were a part of the FY18-19 Utilities' Capital Outlay Budget and will be an outright purchase in the amount of \$951,159.04 to be paid from Water, Wastewater, and Storm Water Funds. This purchase with Silsbee Ford is for twenty-five replacement trucks and one new truck to be used by the Utilities Department staff for daily operations.

### **Funding Detail:**

Fund:	4010 Water Fund
Organization/Activity:	N/A
Mission Element:	N/A
Project # (CIP Only):	N/A
Account:	251850 Unreserved Fund Balance
Amount:	\$465,181.35

Fund:	4200 Wastewater Fund
Organization/Activity:	N/A
Mission Element:	N/A
Project # (CIP Only):	N/A
Account:	251850 Unreserved Fund Balance
Amount:	\$303,757.14

Fund:	4300 Storm Water Fund
Organization/Activity:	N/A
Mission Element:	N/A
Project # (CIP Only):	N/A
Account:	251850 Unreserved Fund Balance
Amount:	\$182,220.55

**RECOMMENDATION:**

Staff recommends approval of this ordinance authorizing the purchase with Silsbee Ford for twenty-six pickup trucks as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Ordinance  
Price Sheet