



AGENDA MEMORANDUM

Future Item for the City Council Meeting of July 12, 2016
Action Item for the City Council Meeting of July 19, 2016

DATE: July 12, 2016

TO: Margie C. Rose, Interim City Manager

FROM: Dan Grimsbo, Interim Director of Water Utilities
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Lease of Six Trucks

CAPTION:

Motion approving the lease of six trucks from PV Rentals, for the amount of \$65,880 based on a cooperative purchasing agreement with the Texas Local Government Purchasing Cooperative, dba BuyBoard, of which \$16,470 is required for the remainder of FY 2015-2016. Funds have been budgeted by the Utilities Department. The remaining contract balance will be funded through FY2016-2017. The term of the contract will be for one year with no extensions.

PURPOSE:

To approve the motion to lease six trucks for the Utilities Department.

BACKGROUND AND FINDINGS:

These trucks are needed to continue to meet current service level agreements, directives and operational requirements. These vehicles are used primarily by collection services to complete disconnection/reconnection orders issued by the Utilities Billing Office.

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:

Utilities Department

FINANCIAL IMPACT:

☒ Operating

☐ Revenue

☐ Capital

☐ Not applicable

Fiscal Year: 2015-2016	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		\$2,042,218.77	\$49,410.00	\$2,091,628.77
Encumbered / Expended Amount		\$1,290,443.83	\$0	\$1,290,443.83
This item		\$16,470.00	\$49,410.00	\$65,880.00
BALANCE		\$735,304.94	\$0	\$735,304.94

Fund(s): Water Fund

Comment: The \$65,880 financial impact shown above represents the cost of the total contract value. The amount of the contract to be paid in FY2015-2016 is \$16,470 from the Water Fund. The remaining contract balance will be funded through the FY2016-2017 budget.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Price sheet