



AGENDA MEMORANDUM

Future Item for the City Council Meeting of September 20, 2016
Action Item for the City Council Meeting September 27, 2016

DATE: September 20, 2016

TO: Margie C. Rose, City Manager

FROM: Jim Davis, Director of Fleet Operations
jimd@cctexas.com
(361) 826-1909

Dan Grimsbo, Interim Director of Utilities
DanG@cctexas.com
(361) 826-1718

Andres Leal Jr., Interim Director of Street Operations
andyl@cctexas.com
(361) 826-1957

Maria Pedraza, Procurement Manager
mariape@cctexas.com
(361) 826-3176

Purchase of 15 Vehicles for Utilities and Street Operations
--

CAPTION:

Motion approving the purchase of 15 vehicles from Caldwell Country Automotive, of Caldwell, Texas for a total amount of \$461,870.00. The award is based on the cooperative purchasing agreement with the Texas Local Government Purchasing Cooperative, dba Buyboard. Funds for the purchase of the vehicles have been budgeted in FY 2015-2016.

PURPOSE:

To approve the purchase of 15 vehicles for Utilities and Street Operations.

BACKGROUND AND FINDINGS:

Two units are additions to the fleet and 13 units are replacements to the fleet. Replaced units will be disposed of through standard disposal of surplus property procedures, including live auctions and/or electronic auctions.

ALTERNATIVES:

Not applicable.

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:

Water and Fleet Maintenance Services

FINANCIAL IMPACT:

X Operating

☐ Revenue

☐ Capital

☐ Not applicable

Fiscal Year: 2015-2016	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		\$5,366,295.10	\$0.00	\$5,366,295.10
Encumbered / Expended Amount		\$3,331,675.32	\$0.00	\$3,331,675.32
This item		\$461,870.00	\$0.00	\$461,870.00
BALANCE		\$1,572,749.78	\$0.00	\$1,572,749.78

Fund(s): Water, Wastewater, Storm Water, Streets and Fleet Maintenance Services

Comments:

Funding for the purchase has been approved in the FY 2015-2016 budget.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Price Sheet