



## **AGENDA MEMORANDUM**

Future Item for the City Council Meeting of May 16, 2017  
Action Item for the City Council Meeting of May 23, 2017

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**DATE:** May 16, 2017

**TO:** Margie C. Rose, City Manager

**FROM:** Jim Davis, Director of Fleet Maintenance  
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<p><b>Purchase of Four 2017 Ford F-250 CNG Service Trucks For Water Utilities Department</b></p>
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### **CAPTION:**

Motion approving the purchase of four 2017 Ford F-250 CNG service trucks from Rush Truck Centers of Texas, LP, of New Braunfels, Texas, based on the cooperative purchasing agreement with Texas Local Government Purchasing Cooperative, dba BuyBoard for the total amount not-to-exceed \$180,996.00. Funds have been approved for FY2016-2017.

### **PURPOSE:**

This item is to approve the purchase of four 2017 Ford F-250 service trucks to be used by the water meter operations group in the Water Utilities Department.

### **BACKGROUND AND FINDINGS:**

The four service trucks will be used by the water meter operations group for the installation and repair of water meters and automated meter reading units. The trucks will include a CNG tank and service body. The trucks will replace four 2003 model units. It is critical to the operations of the Water Department to have trucks to provide timely service to our commercial and residential customers. The trucks were budgeted for replacement in the FY17 Water Fund operating budget.

**ALTERNATIVES:**

No alternatives

**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 and Fleet Maintenance Services

**FINANCIAL IMPACT:**

X Operating      ☐ Revenue      ☐ Capital      ☐ Not applicable

<b>Fiscal Year: 2016-2017</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget	\$180,996.00	\$0.00	\$180,996.00
Encumbered / Expended Amount	\$0.00		\$0.00
This item	\$180,996.00	\$0.00	\$180,996.00
BALANCE	\$0.00	\$0.00	\$0.00

Fund(s): Water

**Comments:** None

**RECOMMENDATION:**

Staff recommends approval of the motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Price Sheet