



AGENDA MEMORANDUM

Future Item for the City Council Meeting of January 9, 2018
Action Item for the City Council Meeting of January 16, 2018

DATE: January 9, 2018

TO: Margie C. Rose, City Manager

FROM: Jim Davis, Director of Fleet Maintenance
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Purchase of Two 15-Passenger Vans for Police Department
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CAPTION:

Motion approving the purchase of two 15-passenger vans from Caldwell Country Chevrolet from Caldwell, Texas, based on the cooperative purchasing agreement with Texas Local Government Purchasing Cooperative, dba BuyBoard for the total amount not to exceed \$58,788.00, funded in FY2017-18.

PURPOSE:

This item is to approve the purchase of two passenger vans for the Police Department.

BACKGROUND AND FINDINGS:

The Police Department currently has a need for the purchase of two 15-passenger Express Vans. The vehicles will be used to transport Police Cadets who are participating in the forthcoming Police Training Academy. They will be operated by the Police Training Division and will also be used to augment and support future operations within that division. These units are additions to the Police Fleet

ALTERNATIVES:

None

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:

Police Department

FINANCIAL IMPACT:

X Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2017-2018	Current Year	Future Years	TOTALS
Line Item Budget	\$316,869.98	\$0.00	\$316,869.98
Encumbered / Expended Amount	\$800.00		\$800.00
This item	\$58,788.00	\$0.00	\$58,788.00
BALANCE	\$257,281.98	\$0.00	\$257,281.98

Fund(s): General Fund

Comments: None

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Price Sheet