



AGENDA MEMORANDUM

Future Item for the City Council Meeting of September 25, 2018
Action Item for the City Council Meeting of October 9, 2018

DATE: September 25, 2018

TO: Keith Selman, Interim City Manager

FROM: Jim Davis, Director of Asset Management
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Garbage Truck Parts for Asset Management

CAPTION:

Motion authorizing a one-year supply agreement for the purchase of garbage truck parts with Heil of Texas of San Antonio, Texas via BuyBoard cooperative for \$220,000, with a one-year option for a total potential multi-year amount not to exceed \$440,000.

PURPOSE:

This item is to approve the purchase of Garbage Truck Parts.

BACKGROUND AND FINDINGS:

Fleet Maintenance currently has the requirement for filters, brakes, engine parts, body parts, supplies and other Class 8 truck parts perform repairs on City vehicles and equipment. Acquisition of these goods is essential for Fleet Maintenance to maintain the fleet so that Departments, in turn, can accomplish their missions. It is also important that these parts be delivered in a timely manner so that vehicles and equipment can be turned around, placed back in service, and continue to perform required operations. This Supply Agreement will significantly assist Fleet in ensuring the above is accomplished.

The Purchasing Division utilized the Buyboard cooperative for these procurements. Contracts awarded through the cooperatives have been competitively procured and are in compliance with Texas local and state procurement requirements. The Purchase Division also compared several cooperatives to obtain the best price for the City.

ALTERNATIVES:

N/A

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:

Fleet Maintenance

FINANCIAL IMPACT:

X Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2017-2018	Current Year	Future Years	TOTALS
Line Item Budget	.00	\$440,000.00	\$440,000.00
Encumbered / Expended Amount	.00	.00	.00
This item	.00	\$440,000.00	\$440,000.00
BALANCE	.00	.00	.00

Fund(s): Fleet Maint. Svc.

Comments: The initial contract is for an amount not to exceed \$220,000 funded in FY2018-2019, with one-year option for a total potential multi-year amount not to exceed \$440,000.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Supply Agreement