



## **AGENDA MEMORANDUM**

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

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**DATE:** September 25, 2018  
**TO:** Keith Selman, Interim City Manager  
**FROM:** Jim Davis, Director of Asset Management  
[jjmd@cctexas.com](mailto:jjmd@cctexas.com)  
(361) 826-1909

Kim Baker, Assistant Director of Financial Services-Purchasing Division  
[KimB2@cctexas.com](mailto:KimB2@cctexas.com)  
(361) 826-3169

<b>Heavy Equipment Parts for Asset Management</b>
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### **CAPTION:**

Motion authorizing a one-year supply agreement for the purchase of heavy equipment parts with Rush Truck Centers of Texas, LP dba, Rush Truck Center of Corpus Christi, Texas via BuyBoard cooperative for \$630,000, with a one-year option for a total potential multi-year amount of \$1,260,000.

### **PURPOSE:**

This item is to approve the purchase of Heavy Equipment Parts.

### **BACKGROUND AND FINDINGS:**

Fleet Maintenance currently has the requirement for filters, brakes, engine parts, body parts, supplies and other Class 8 truck parts for use by Fleet Maintenance to effect repairs on City vehicles and equipment. Acquisition of these goods is essential so that Fleet Maintenance can continue to maintain the fleet and 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 Purchasing

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

<b>Fiscal Year: 2017-2018</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget	.00	\$1,260,000	\$1,260,000
Encumbered / Expended Amount	.00	.00	.00
This item	.00	\$1,260,000	\$1,260,000
BALANCE	.00	.00	.00

Fund(s): Fleet Maint. Svc.

**Comments:** The initial contract is for an amount not to exceed \$630,000 funded in FY2018-2019 with an estimated expenditure of \$1,260,000.

**RECOMMENDATION:**

Staff recommends approval of the motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Supply Agreement