



## **AGENDA MEMORANDUM**

Future Item for the City Council Meeting of January 15, 2019  
Action Item for the City Council Meeting January 22, 2019

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**DATE:** January 15, 2019

**TO:** Keith Selman, Interim City Manager

**FROM:** Jim Davis, Director of Asset Management  
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<b>Ford F-150 and F-250 Trucks for Parks and Recreation</b>
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### **CAPTION:**

Motion authorizing the purchase of one Ford F-150 extended cab truck, one Ford F-150 crew cab truck and seven Ford F-250 crew cab trucks for Parks and Recreation from Silsbee Ford, Inc. of Silsbee, Texas for a total amount not to exceed \$263,588.88.

### **PURPOSE:**

The item is to approve the purchase of nine Ford trucks for Parks and Recreation.

### **BACKGROUND AND FINDINGS:**

Parks and Recreation will increase their vehicle fleet by four units to be used for daily operations. One unit will be used by the Gulf Beach lifeguards for better patrol coverage, one unit will be assigned to Gulf Beach Park Enforcement for the addition of a new officer, one unit will be assigned to the Beach Operations staff adding another trash unit to help keep beaches clean and one unit will be used by a new Bay Beach Enforcement officer. The other five units are replacement units; two will be used by the Beach Maintenance crew for sanitation and beach maintenance, one will be assigned to the Gulf Beach lifeguards, one unit will be used by Gulf Beach Park Enforcement staff and the final unit will be used by the North Beach maintenance crew for sanitation and beach maintenance.

The Purchasing Division conducted a competitive Request for Bid process to obtain bids from qualified firms. The City received three bids and recommends award to the lowest responsive, responsible bidder, Silsbee Ford.

**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:**

Parks and Recreation Department

**FINANCIAL IMPACT:**

X Operating      ☐ Revenue      ☐ Capital      ☐ Not applicable

<b>Fiscal Year: 2018-2019</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget	\$549,419.84	\$0.00	\$549,419.84
Encumbered / Expended Amount	\$178,620.37	\$0.00	\$178,620.37
This item	\$263,588.88	\$0.00	\$263,588.88
BALANCE	\$107,210.59	\$0.00	\$107,210.59

Fund(s): General Fund and State HOT Beach Fund

**Comments:**

**RECOMMENDATION:**

Staff recommends approval of the motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Bid Tabulation