



AGENDA MEMORANDUM

Action item for the City Council Meeting of December 17, 2019

DATE: December 17, 2019

TO: Peter Zaroni, City Manager

FROM: Kevin Norton, Director of Water Utilities
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Purchase of Three Vehicles for Utilities

CAPTION:

Motion authorizing the purchase of three vehicles for the Utilities Department, which consist of one Explorer, one F150 pickup truck and one F550 pickup truck as additions to the fleet, from Silsbee Ford of Silsbee, Texas, for a total amount of \$128,966.00, effective upon issuance of letter of acceptance, with funding available through the FY 2020 Water and Storm Water Department Funds.

SUMMARY:

This motion authorizes a purchase of one Explorer, one F150 pickup truck and one F550 pickup truck from Silsbee Ford for the Utilities Department in support of the approved FY2020 Enhancement Packages for an addition to the Utility Business Office Code Enforcement Section, new foreman position for Water crews, and Stormwater crew. These three units will be used daily and are additions to the fleet for the Utilities Department being purchased through the GoodBuy Cooperative.

BACKGROUND AND FINDINGS:

The three vehicles will be used daily by Utilities Department staff to perform various duties within the City. These vehicles will allow for a more efficient and timely response to better serve the needs of citizens and are in support of the approved FY20 Enhancement Packages for an addition to the Utility Business Office Code Enforcement Section, new foreman position for Water crews, and Stormwater crew.

The procurement is through the GoodBuy Cooperative. Contracts awarded through the GoodBuy Cooperative have been competitively procured and are in compliance with Texas Local and State procurement requirements.

ALTERNATIVES:

The vehicles can be rented. However, this will not be cost effective for the long-term, and the vehicles may not be readily available when needed.

FISCAL IMPACT:

These three vehicles will be an outright purchase in the amount of \$128,966.00 to be paid from Water and Storm Water Funds. This purchase with Silsbee Ford is for three vehicles to be used by Utilities Department Staff and are in support of the approved FY2020 Enhancement Packages for an addition to the Utility Business Office Code Enforcement Section, new foreman position for Water crews, and Stormwater crew.

Funding Detail:

Fund:	4010 Water Fund
Organization/Activity:	30010 Utility Office Cost
Mission Element:	183 Utility Billing & Collections
Project # (CIP Only):	N/A
Account:	550020 Vehicles & Machinery
Amount:	\$33,097.50

Fund:	4010 Water Fund
Organization/Activity:	31520 Treated Water Delivery System
Mission Element:	041 Distribute Water
Project # (CIP Only):	N/A
Account:	550020 Vehicles & Machinery
Amount:	\$34,088.75

Fund:	4300 Storm Water Fund
Organization/Activity:	32005 Storm Water Maintenance of Lines
Mission Element:	043 Drainage Infra-surface/pipes
Project # (CIP Only):	N/A
Account:	550020 Vehicles & Machinery
Amount:	\$61,779.75

RECOMMENDATION:

Staff recommends approval of this motion authorizing the purchase with Silsbee Ford for the purchase of three vehicles as presented.

LIST OF SUPPORTING DOCUMENTS:

Price Sheet