



AGENDA MEMORANDUM

Action Item for the City Council Meeting April 13, 2021

DATE: March 30, 2021

TO: Peter Zaroni, City Manager

FROM: Charles Mendoza, Director of Asset Management
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<p>Purchase of One Mobile Lube Truck for Asset Management Fleet Maintenance Division</p>

CAPTION:

Motion authorizing the purchase of one replacement Mobile Lube truck from Houston Freightliner, Inc., of Houston, Texas, for a total amount of \$203,016.00 to be used for preventative maintenance and to service off road and stationary equipment by Asset Management Fleet Maintenance Division staff, with FY 2021 funding available through the Vehicle and Equipment Replacement Fund (VERF).

SUMMARY:

Asset Management Fleet Maintenance Division seeks the purchase of a Mobile Lube Truck for use in preventative maintenance and repairs to vehicles and equipment unable to be driven to the Service Center or are off road and stationary at remote City locations.

BACKGROUND AND FINDINGS:

The Service Station at Asset Management Fleet Maintenance Division currently has a requirement for the purchase of one (1) Mobile Lube Truck. The Mobile Lube Truck will be used to service off-road and stationary equipment. A new unit will help to decrease down time and increase the efficiency of performing PM services on units at remote locations. This unit will be a replacement unit. The unit being replaced is a 1998 Navistar truck with 5,988 hours that has exceeded its expected service life of eight (8) years. The percentage of savings on the Houston-Galveston Area Council (HGAC) Cooperative (COOP) is 23% (or \$62,054) less than the manufacturer's suggested retail price (MSRP).

In view of these savings through the HGAC COOP, it is the recommended method of purchase for the City.

PROCUREMENT DETAIL:

This procurement is through the Houston-Galveston Area Council (HGAC) Cooperative. Contracts awarded through the HGAC Cooperative have been competitively procured in compliance with Texas Local and State procurement requirements.

ALTERNATIVES:

The alternative is to continue using the 23-year-old unit which may require increased down time and increased maintenance costs.

FISCAL IMPACT:

The fiscal impact for Asset Management in FY 2021 is estimated at \$203,016.00 for this purchase

FUNDING DETAIL:

Fund:	5111 Equipment Replacement Fund
Organization/Activity:	40111 Fleet Fund
Mission Element:	201 Management Fleet Inventory
Project # (CIP Only):	
Account:	550020 Vehicles & Machinery

RECOMMENDATION:

Staff recommends approval of this Motion authorizing the purchase of the Mobile Lube truck.

LIST OF SUPPORTING DOCUMENTS:

Price Sheet
Pictures