

City of Fayetteville Staff Review Form

**City Council Agenda Items
 and
 Contracts, Leases or Agreements**

6/5/2012

**City Council Meeting Date
 Agenda Items Only**

Dennis Pratt / Barbara Olsen
 Submitted By

Fleet Operations
 Division

Transportation
 Department

Action Required:

A resolution awarding Bid #12-38 to MHC Kenworth / Volvo of Springdale in the amount of \$114,715 for the purchase of one truck tractor unit for use by Wastewater Treatment Plant, and approval of a budget adjustment to move funds to the Fleet expense account.

\$ 114,715.00
 Cost of this request

9700.1920.5802.00
 Account Number

02079.2012
 Project Number

\$ 192,956.00
 Category / Project Budget

\$ 128,755.00
 Funds Used to Date

\$ 64,201.00
 Remaining Balance

Medium / Heavy Utility Vehicles
 Program Category / Project Name

Vehicles and Equipment
 Program / Project Category Name

Shop Fund
 Fund Name

Budgeted Item

Budget Adjustment Attached

Terry Gully
 Department Director

5-17-12
 Date

Previous Ordinance or Resolution # _____

A. Bluff
 City Attorney

5-18-12
 Date

Original Contract Date: _____

Original Contract Number: _____

Maisla Hertwech
 Finance and Internal Services Director

5/18/12
 Date

Received in City Clerk's Office 3-12 A09:05 RCVD
 UHJ

Don Man
 Chief of Staff

5/18/12
 Date

Received in Mayor's Office

ENTERED
 5/18/12
 JH

Donald Jordan
 Mayor

5/21/12
 Date

Comments:

CITY COUNCIL AGENDA MEMO

To: Mayor/City Council

Thru: Terry Gulley, Director of Transportation *TG*

From: Dennis Pratt, Fleet Operations Supt.

Date: May 16, 2012

Subject: Purchase of one truck tractor unit for Wastewater Division

PROPOSAL: That City Council approve the purchase of one truck tractor unit from MHC Kenworth in the amount of \$114,715 for use by Wastewater Division, and approval of a budget adjustment to move funds to the Fleet expense account.

RECOMMENDATION: Bid #12-38 was opened on April 23rd, 2012. Two bids were received; a bid tab sheet is attached.

Truck 753 is a 1999 Kenworth T800 (semi truck tractor) that has 325,102 miles that is used by Wastewater Treatment Plant. It is no longer suitable for full time front line use and was scheduled for replacement this year.

I recommend the purchase of this truck from MHC Kenworth / Volvo of Springdale, AR for \$114,715.00 which is the low bid on Bid 12-38. Bid tab sheet is attached.

This purchase was unanimously approved by the Equipment Committee at the meeting on May 8th, 2012.

BUDGET IMPACT: This replacement was budgeted for on both the capital and operating sides. The replacement purchase price was underestimated so the balance of funds needed are being moved in the Fleet expense account.

RESOLUTION NO. _____

A RESOLUTION AWARDDING BID #12-38 AND AUTHORIZING THE PURCHASE OF ONE TRUCK TRACTOR UNIT FROM MHC KENWORTH/VOLVO OF SPRINGDALE IN THE TOTAL AMOUNT OF \$114,715.00 FOR USE BY WASTEWATER TREATMENT, AND APPROVING A BUDGET ADJUSTMENT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAYETTEVILLE, ARKANSAS:

Section 1. That the City Council of the City of Fayetteville, Arkansas hereby awards Bid #12-38 and authorizes the purchase of one truck tractor unit from MHC Kenworth/Volvo of Springdale in the total amount of \$114,715.00 for use by Wastewater Treatment.

Section 2. That the City Council of the City of Fayetteville, Arkansas hereby approves a budget adjustment, a copy of which is attached to this Resolution as Exhibit "A".

PASSED and APPROVED this 5th day of June, 2012.

APPROVED:

ATTEST:

By: _____
LIONELD JORDAN, Mayor

By: _____
SONDRA E. SMITH, City Clerk/Treasurer

City of Fayetteville, Arkansas
Budget Adjustment Form

| | | | |
|----------------------------|---|----------------------------------|--------------------------|
| Budget Year 2012 | Division: Fleet Operations Department: Transportation Services | Request Date 4/26/2012 | Adjustment Number |
|----------------------------|---|----------------------------------|--------------------------|

BUDGET ADJUSTMENT DESCRIPTION / JUSTIFICATION

The purchase price to replace unit #753 (a 1999 truck tractor) was underestimated in the capital project. Funds to cover the shortage are requested from fund balance as it is too early in the year to know if there will be extra funds in some other project that might be moved to cover the shortage. Sufficient funds remain to meet City objectives.

Dennis E. [Signature] 4-27-12
Division Head Date

[Signature] 5-22-12
Budget Director Date

[Signature] 4-27-12
Department Director Date

Maria Heitwerth 5/18/12
Finance Director Date

[Signature] 5-18-12
Chief of Staff Date

[Signature] 5/21/12
Mayor Date

Prepared By: *Barbara Olsner*
Reference: _____
bolsen

Budget & Research Use Only

Type: A B C D E P

General Ledger Date _____

Posted to General Ledger Initial Date

Checked / Verified Initial Date

TOTAL BUDGET ADJUSTMENT

| Account Name | Account Number | TOTAL BUDGET ADJUSTMENT | | Project.Sub Number |
|------------------------|-------------------|--|-------------------|-----------------------|
| | | 23,000 Increase / (Decrease) Expense | 23,000 Revenue | |
| Vehicles and equipment | 9700.1920.5802.00 | 23,000 | | 02079 . 2012 |
| Use of fund balance | 9700.0970.4999.99 | | 23,000 | |
| | | - | - | . |
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BID: 12-38
 04/23/12
 3:00 PM
 CITY OF FAYETTEVILLE

Bid 12-38, Truck Tractor

| BIDDER | MANUFACTURER | MODEL | TOTAL BID PRICE | |
|-----------------------------------|--|-----------|-----------------|--------------|
| 1 MHC Kenworth/Volvo - Springdale | <i>AWARD</i> | | | |
| | Tandem axle diesel powered truck tractor | Kenworth | T800 | \$110,715.00 |
| | Hydraulic wet line kit | Chelsea | A3XK | \$4,000.00 |
| | | | \$114,715.00 | |
| 2 Peterbilt of Fort Smith, LLC | Tandem axle diesel powered truck tractor | Peterbilt | 367 | \$114,593.00 |
| | Hydraulic wet line kit | Muncie | TG8B-U6807P3KX | \$4,465.60 |
| | | | \$119,058.60 | |

*NOTICE: Bid award is contingent upon vendor meeting minimum specifications and formal authorization by City officials.

CERTIFIED: *A. Foren*
 A. FOREN, PURCH AGENT

Julie Paladino
 WITNESS

04/23/12
 DATE

City Of Fayetteville - Purchase Order (PO) Request

(Not a Purchase Order)

All purchases under \$2500 shall be used on a P-Card unless medical or 1099 service related. (Call x256 with questions)
All PO Request shall be scanned to the Purchasing e-mail: Purchasing@ci.fayetteville.ar.us

| | |
|------------------|-------------------------------------|
| Requisition No.: | Date: A. 10 |
| P.O Number: | 5/16/2012 #12-38 MHC Kenworth/Volvo |
| | Expected Delivery Date: |

| | | |
|------------------------|--|--|
| Vendor #: 73750 | Vendor Name: MHC KENWORTH / VOLVO | Mail Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/> |
|------------------------|--|--|

| | | | |
|----------|------------|---|---|
| Address: | Fob Point: | Taxable Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/> | Quotes Attached Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/> |
|----------|------------|---|---|

| | | | | |
|-------|--------|-----------|-------------------------|------------------------|
| City: | State: | Zip Code: | Ship to code: 50 | Divison Head Approval: |
|-------|--------|-----------|-------------------------|------------------------|

| | | |
|---------------------------------|-------------------------------------|-----------------------|
| Requester: BARBARA OLSEN | Requester's Employee #: 1940 | Extension: 485 |
|---------------------------------|-------------------------------------|-----------------------|

| Item | Description | Quantity | Unit of Issue | Unit Cost | Extended Cost | Account Numbers | Project/Subproject # | Inventory # | Fixed Asset # |
|------|---|----------|---------------|------------|---------------|-------------------|----------------------|-------------|---------------|
| 1 | 2012 KENWORTH T800 TRUCK WITH CHELSEA | 1 | EA | 114,715.00 | \$114,715.00 | 9700.1920.5802.00 | 02079.2012 | | 700770 |
| 2 | HYDRAULIC WET KIT PER BID #12-38. TO BE | | | | \$0.00 | | | | |
| 3 | UNIT #770, FIXED ASSET 700770 | | | | \$0.00 | | | | |
| 4 | | | | | \$0.00 | | | | |
| 5 | | | | | \$0.00 | | | | |
| 6 | | | | | \$0.00 | | | | |
| 7 | | | | | \$0.00 | | | | |
| 8 | | | | | \$0.00 | | | | |
| 9 | | | | | \$0.00 | | | | |
| 10 | | | | | \$0.00 | | | | |
| * | Shipping/Handling | | Lot | | \$0.00 | | | | |

| | |
|-----------------------|-----------------------------------|
| Special Instructions: | Subtotal: \$114,715.00 |
| | EXEMPT |
| | Total: <u>\$114,715.00</u> |

Approvals:

| | | |
|---------------------------------------|----------------------------|---------------------------|
| Mayor: _____ | Department Director: _____ | Purchasing Manager: _____ |
| Finance & Internal Services Director: | Budget Manager: _____ | IT Manager: _____ |
| Dispatch Manager: _____ | Utilities Manager: _____ | Other: _____ |