

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 12-28 to Chevrolet of Fayetteville for \$39,958 for the purchase of two 4 x 4 compact pickup truck for use by Meter Division and Wastewater Division.

\$ 39,958.00	\$ 308,000.00	Light/Medium Utility Vehicles
Cost of this request	Category / Project Budget	Program Category / Project Name
9700.1920.5802.00	\$ 15,985.00	Vehicles and Equipment
Account Number	Funds Used to Date	Program / Project Category Name
02078.2012	\$ 292,015.00	Shop Fund
Project Number	Remaining Balance	Fund Name

Budgeted Item

Budget Adjustment Attached

Terry J. Gully
 Department Director

5-18-12
 Date

Previous Ordinance or Resolution # _____

J. Buckley
 City Attorney

5-18-12
 Date

Original Contract Date: _____

Original Contract Number: _____

Manda Hestwell
 Finance and Internal Services Director

5/18/12
 Date

Received in City Clerk's Office
WJB

Don Man
 Chief of Staff

5/18/12
 Date

Received in Mayor's Office
 ENTERED 5/18/12
PH


Dionell Jordan
 Mayor

5/21/12
 Date

Comments:

CITY COUNCIL AGENDA MEMO

To: Mayor/City Council

Thru: Terry Gulley, Director of Transportation 

From: Dennis Pratt, Fleet Operations Supt.

Date: May 16, 2012

Subject: Purchase of two 4 x 4 compact pickups for Meter and Wastewater

PROPOSAL: That City Council approve the purchase of two 4 x 4 pickup trucks in the amount of \$39,958 for use by Meter and Wastewater Divisions.

RECOMMENDATION: Bid 12-28 was opened on April 6, 2012. A Bid tab sheet is attached.

Truck 2070 is a 2005 Ford Ranger 4 x 4 pickup truck that is used by the Meter Division. Fleet and Meter have agreed to replace this truck with a 4 x 4 Chevy Colorado. Truck 2070 has 119,593 miles on it and was slated for replacement in 2012.

Unit 1092 is a 2002 Ford Explorer 4 x 4 that is used by the Wastewater Plant East. Unit 1092 has 119,967 miles on it and was slated for replacement in 2010. This unit has already been pushed back for two years. This unit was scheduled to be replaced with an Explorer or like unit so capital funds were placed in the Police/passenger vehicles project. OMI has said that they can utilize a 4 x 4 extended cab compact pickup instead. Fleet and OMI have agreed to replace this unit with a 4 x 4 Chevy Colorado.

I recommend the purchase of these trucks from Chevrolet of Fayetteville for \$39,958 which was the lowest bidder on Bid 12-28.

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

BUDGET IMPACT: Both replacements were budgeted for on the capital and operating sides. On the capital side, funds were placed in the Police / Passenger project for the Wastewater replacement – the attached Budget adjustment moves funds from there to the Light/medium utility vehicle project for the purchase of this pickup.

RESOLUTION NO. _____

A RESOLUTION AWARDED BID #12-28 AND AUTHORIZING THE PURCHASE OF TWO 4x4 COMPACT PICKUP TRUCKS FROM CHEVROLET OF FAYETTEVILLE IN THE TOTAL AMOUNT OF \$38,958.00, ONE FOR USE BY THE WASTEWATER DIVISION AND ONE FOR USE BY THE METER DIVISION, 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 #12-28 and authorizes the purchase of two 4x4 compact pickup trucks from Chevrolet of Fayetteville in the total amount of \$38,958.00, one for use by the Wastewater Division and one for use by the Meter Division.

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 4/10/2012	Adjustment Number
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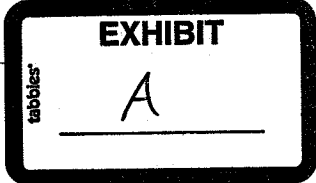
BUDGET ADJUSTMENT DESCRIPTION / JUSTIFICATION

Funds were budgeted for 2012 in Police/Passenger Project, but replacement unit for #1092 (a 2002 Explorer) will be purchased from Light Medium Trucks Project. This BA will move funds from project to project to cover the purchase.

 Division Head	<u>4-11-12</u> Date	Prepared By: <u>Barbara Olsen</u> bolsen
 Budget Director	<u>5-21-12</u> Date	Reference: _____
 Department Director	<u>4-11-12</u> Date	Budget & Research Use Only
 Finance Director	<u>4-21-2012</u> Date	Type: A B C D E P
 Chief of Staff	<u>5-18-12</u> Date	General Ledger Date _____
 Mayor	<u>5/21/12</u> Date	Posted to General Ledger Initial _____ Date _____
		Checked / Verified Initial _____ Date _____

TOTAL BUDGET ADJUSTMENT

Account Name	Account Number	Increase / (Decrease)		Project.Sub Number
		Expense	Revenue	
Vehicles and equipment	9700.1920.5802.00	22,000		02078 . 2012
Vehicles and equipment	9700.1920.5802.00	(22,000)		02081 . 2012
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BID: 12-28
 DATE: 04/06/12
 TIME: 2:00 PM
 CITY OF FAYETTEVILLE

Bid 12-28, Compact 4x4 Pickup Truck

BIDDER	Make & Model	UNIT PRICE	EST. QUANTITY	TOTAL BASE BID
1 <i>AWARD</i> Chevrolet of Fayetteville	Chevrolet Colorado	\$ 19,979.00	2	\$ 19,979.00
2 George Nunnally Chevrolet	Chevrolet CT 15653 Colorado 4WD Extended Cab	\$ 20,320.00	1	\$ 20,320.00

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

CERTIFIED:

P. Vice
 P. VICE, PURCH MGR

Julie Paladino
 WITNESS

04/06/12
 DATE

W

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: <u>3</u>
P.O Number:	5/16/2012 2-28 Chevrolet of Fayetteville
	Page Delivery Date:


Vendor #: 17009	Vendor Name: CHEVROLET OF FAYETTEVILLE	Mail Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>	Taxable Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>	Quotes Attached Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>
Address:		Fob Point:	Divison Head Approval:	
City:	State:	Zip Code:	Ship to code: 50	

Requester: BARBARA OLSEN	Requester's Employee #: 1940	Extension: 485	
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Item	Description	Quantity	Unit of Issue	Unit Cost	Extended Cost	Account Numbers	Project/Subproject #	Inventory #	Fixed Asset #
1	2012 CHEVROLET COLORADO 4 X 4 EXTENDED	2	EA	19,979.00	\$39,958.00	9700.1920.5802.00	02078.2012		702155
2	CAB PICKUP PER BID 12-28. TO BE UNIT 2155,				\$0.00				
3	FIXED ASSET #702155				\$0.00				
4	AND UNIT 2156, FIXED ASSET #702156				\$0.00				702156
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: \$39,958.00
	Total: <u>\$39,958.00</u>

Approvals:

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