

**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 #12-36 to Terex Utilities of North Little Rock in the amount of \$38,385.00 for the purchase of one Service body truck with 9 foot Utility body for use by Transportation Division, and approval of the budget adjustment to move funds to the Fleet expense account.

\$ <u>38,385.00</u> Cost of this request	\$ <u>308,000.00</u> Category / Project Budget	<u>Light / Medium Utility Vehicles</u> Program Category / Project Name
<u>9700.1920.5802.00</u> Account Number	\$ <u>102,852.00</u> Funds Used to Date	<u>Vehicles and Equipment</u> Program / Project Category Name
<u>02078.2012</u> Project Number	\$ <u>205,148.00</u> Remaining Balance	<u>Shop Fund</u> Fund Name

Budgeted Item

Budget Adjustment Attached

<u><i>Tony Gully</i></u> Department Director	<u>5-17-12</u> Date	Previous Ordinance or Resolution # _____
<u><i>J. Buckley</i></u> City Attorney	<u>5-18-12</u> Date	Original Contract Date: _____
<u><i>Marsha Hentwood</i></u> Finance and Internal Services Director	<u>5/18/12</u> Date	Original Contract Number: _____
<u><i>Don Man</i></u> Chief of Staff	<u>5/18/12</u> Date	
<u><i>Rionell Jordan</i></u> Mayor	<u>5/21/12</u> Date	

Received in City Clerk's Office 5-13-12 A09:06 RCVD  
*[Signature]*

Received in Mayor's Office  
 ENTERED 5/18/12  
*[Signature]*

Comments:

## CITY COUNCIL AGENDA MEMO

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**To:** Mayor/City Council

**Thru:** Terry Gulley, Director of Transportation *TJG*

**From:** Dennis Pratt, Fleet Operations Supt.

**Date:** May 17, 2012

**Subject:** Purchase of one Service body truck with 9' utility body for Transportation

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**PROPOSAL:** That City Council approve the purchase of one service body truck with 9 foot utility body in the amount of \$38,385 for use by Transportation Division, and approve a budget amendment to move funds to the Fleet expense account.

**RECOMMENDATION:** Bid #12-36 was opened on April 23, 2012. Five bids were received; a Bid tab sheet is attached.

Truck 338 is a 2002 Ford F350 dump bed truck that is no longer dependable for full time front line use and needs to be replaced. It was slated for replacement in 2010 and was pushed back for 2 years.

This division has no service body trucks and has requested to replace the dump body with a service body.

I recommend the purchase of this truck from Terex Utilities South of N. Little Rock, AR for \$38,385.00 which was the low bid on Bid 12-36.

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

**BUDGET IMPACT:** Funds were budgeted in 2011 for this replacement, but inadvertently were not rebudgeted to 2012. Funds are being requested from fund balance with the attached Budget Adjustment. This replacement was budgeted for on the operating side.

**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION AWARDDING BID #12-36 AND AUTHORIZING THE PURCHASE OF ONE SERVICE BODY TRUCK WITH NINE-FOOT UTILITY BODY FROM TEREX UTILITIES SOUTH OF NORTH LITTLE ROCK IN THE TOTAL AMOUNT OF \$38,385.00, FOR USE BY THE TRANSPORTATION 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 #12-36 and authorizes the purchase of one service body truck with nine-foot utility body from Terex Utilities South of North Little Rock in the total amount of \$38,385.00, for use by the Transportation 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 5<sup>th</sup> day of June, 2012.

APPROVED:

ATTEST:

By: \_\_\_\_\_  
**LIONELD JORDAN**, Mayor

By: \_\_\_\_\_  
**SONDRA E. SMITH**, City Clerk/Treasurer

**City of Fayetteville, Arkansas  
Budget Adjustment Form**

<b>Budget Year</b> 2012	Division: Fleet Operations Department: Transportation Services	<b>Request Date</b> 4/27/2012	<b>Adjustment Number</b>
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**BUDGET ADJUSTMENT DESCRIPTION / JUSTIFICATION**

Funds were budgeted in 2011 for the purchase of a new truck for Transportation. Inadvertently, the funds were not rebudgeted to 2012. Funds are requested from fund balance for the purchase of the new truck. Sufficient funds remain to meet City objectives.

<i>Dennis E. Davis</i> Division Head	4-27-12 Date
<i>[Signature]</i> Budget Director	5-27-12 Date
<i>Vernon D. Hulley</i> Department Director	4-27-12 Date
<i>Margie Hutared</i> Finance Director	5/18/12 Date
<i>Don Man</i> Chief of Staff	5-18-12 Date
<i>[Signature]</i> Mayor	5/21/12 Date

Prepared By: \_\_\_\_\_  
*bolsen*

Reference: \_\_\_\_\_

**Budget & Research Use Only**

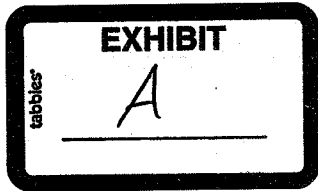
Type:    A    B    C    D    E    P

General Ledger Date: \_\_\_\_\_

Posted to General Ledger: \_\_\_\_\_  
Initial: \_\_\_\_\_ Date: \_\_\_\_\_

Checked / Verified: \_\_\_\_\_  
Initial: \_\_\_\_\_ Date: \_\_\_\_\_

Account Name	Account Number	TOTAL BUDGET ADJUSTMENT	<u>39,000</u>	<u>39,000</u>	Project.Sub Number
			Increase / (Decrease) Expense	Revenue	
Vehicles and equipment	9700.1920.5802.00		39,000		02078 . 2012
Use of fund balance	9700.0970.4999.99			39,000	
			-	-	
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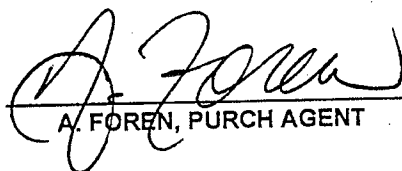


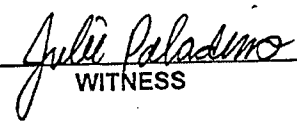
BID: 12-36  
 04/23/12  
 2:00 PM  
 CITY OF FAYETTEVILLE

## Bid 12-36, Service Body Truck - 9ft. Utility Bed

BIDDER	MANUFACTURER	MODEL	TOTAL BID PRICE
1 Country Ford 19,000 GVWR crew cab and chassis 9' Utility type truck body installed on above chassis	Ford Dakota	F-550 CBG11094VHSS	\$31,495.44 \$9,500.00 <b>\$40,995.44</b>
2 North Point Ford (Option 1) 19,000 GVWR crew cab and chassis 9' Utility type truck body installed on above chassis	Ford Knapheide	F-550 7108D54J1	\$31,641.00 \$7,493.00 <b>\$39,134.00</b>
3 North Point Ford (Option 2) 19,000 GVWR crew cab and chassis 9' Utility type truck body installed on above chassis	Ford Dakota	F-550 CBG11094VHSS	\$31,641.00 \$9,846.00 <b>\$41,487.00</b>
4 Terex Utilities South <i>AWARD</i> 19,000 GVWR crew cab and chassis 9' Utility type truck body installed on above chassis	Ford Reading	Super Duty F-550 DRW Crew Cab U108ABHH	\$30,355.00 \$8,030.00 <b>\$38,385.00</b>
5 Utility Truck Equipment Company 19,000 GVWR crew cab and chassis 9' Utility type truck body installed on above chassis	Ford Knapheide	F-550 7108D54J	\$31,961.00 \$10,962.75 <b>\$42,923.75</b>

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

CERTIFIED:   
 A. FOREN, PURCH AGENT

  
 WITNESS

04/26/12  
 DATE

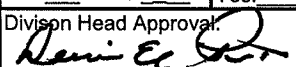
## City Of Fayetteville - Purchase Order (PO) Request

(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](mailto:Purchasing@ci.fayetteville.ar.us)*


Requisition No.:	Date: A. 9
P.O Number:	5/17/2012 Bid #12-36 Terex Utilities
	Expected Delivery Date of 6

Vendor #: <b>15379</b>	Vendor Name: <b>TEREX UTILITIES</b>	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:	Division Head Approval: 	
City:	State:	Zip Code:	Ship to code: <b>50</b>	
Requester: <b>BARBARA OLSEN</b>		Requester's Employee #: <b>1940</b>	Extension: <b>485</b>	

Item	Description	Quantity	Unit of Issue	Unit Cost	Extended Cost	Account Numbers	Project/Subproject #	Inventory #	Fixed Asset #
1	2012 FORD F550 SUPER DUTY CREW CAB	1	EA	38,385.00	\$38,385.00	9700.1920.5802.00	02078.2012		700375
2	WITH READING BODY PER BID 12-36. TO BE				\$0.00				
3	UNIT #375, FIXED ASSET #700375				\$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: <b>\$38,385.00</b>
	Total: <b><u>\$38,385.00</u></b>

Approvals:

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