

City of Fayetteville Staff Review Form

A. 5
 Bid #12-48 Williams Tractor
 Page 1 of 6

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

7/17/2012

**City Council Meeting Date
 Agenda Items Only**

Dennis Pratt / Barbara Olsen

Fleet Operations

Transportation

Submitted By

Division

Department

Action Required:

A resolution awarding Bid #12-48 to Williams Tractor of Fayetteville, AR in the amount of \$81,488 plus tax for the purchase of one large square baler for use by Wastewater Treatment Plant, and approval of a budget adjustment to move funds into the Fleet Expense account.

\$ 89,026.00
 Cost of this request

9700.1920.5802.00
 Account Number

02083.2012
 Project Number

\$ 170,959.00
 Category / Project Budget

\$ 61,302.00
 Funds Used to Date

\$ 109,657.00
 Remaining Balance

Tractors / Mowers
 Program Category / Project Name

Vehicles and Equipment
 Program / Project Category Name

Shop Fund
 Fund Name

Budgeted Item

Budget Adjustment Attached

Tom Gully
 Department Director

6-27-12
 Date

Previous Ordinance or Resolution # _____

Jim Kelley
 City Attorney

6-28-12
 Date

Original Contract Date: _____

Original Contract Number: _____

Marsla Husted
 Finance and Internal Services Director

6/29/12
 Date

Received in City 06-23-12 P12:46 RCVD
 Clerk's Office
Kim J.

Jim Man
 Chief of Staff

7/2/12
 Date

Received in
 Mayor's Office

ENTERED
6/28/12
[Signature]

Donnell Jordan
 Mayor

7/2/12
 Date

Comments:

CITY COUNCIL AGENDA MEMO

To: Mayor/City Council

Thru: Terry Gulley, Director of Transportation *TG*

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

Date: June 27, 2012

Subject: Purchase of one large Square Baler for Wastewater Treatment Plant East

PROPOSAL: That City Council approve the purchase of one large square Baler in the amount of \$81,488 plus tax (a total of \$89,026) from Williams Tractor of Fayetteville, AR for use by Wastewater Treatment Plant, and approve a budget adjustment to move funds into the Fleet Expense account.

RECOMMENDATION: Bid 12-48 was opened on May 22, 2012. A Bid tab sheet is attached – one bid was received.

Unit #588 is a 2005 Square Baler that is used by the Wastewater Treatment Plant East. It is no longer dependable for full time front line use and needs to be replaced.

I recommend the purchase of this baler from Williams Tractor.

This purchase was unanimously approved by the Equipment Committee on June 26, 2012.

BUDGET IMPACT: This replacement was budgeted for on both the capital and operating sides. The purchase price was underestimated on the capital side, so a Budget Adjustment is included for the difference.

RESOLUTION NO. _____

A RESOLUTION AWARDDING BID #12-48 AND AUTHORIZING THE PURCHASE OF ONE (1) LARGE SQUARE BALER FROM WILLIAMS TRACTOR OF FAYETTEVILLE IN THE TOTAL AMOUNT OF \$81,488.00, 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 #12-48 and authorizes the purchase of one (1) large square baler from Williams Tractor of Fayetteville in the total amount of \$81,488.00, 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 17th day of July, 2012.

APPROVED:

ATTEST:

By: _____
LIONELD JORDAN, Mayor

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

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

A. 5 V11.0222
Bid #12-48 Williams Tractor

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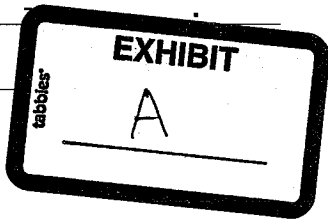
Budget Year	Division: Fleet Operations Department: Transportation Services	Request Date	Adjustment Number
2012		6/15/2012	

BUDGET ADJUSTMENT DESCRIPTION / JUSTIFICATION

The purchase price to replace unit #588 (a 2005 Square Baler) was underestimated in the capital project. The new unit will be #5022; Position Control # is WWTP_F012. Funds are requested from fund balance to cover the shortfall. Sufficient funds remain to meet City objectives.

<p><i>Jesse Beckas</i> Division Head</p> <p><i>[Signature]</i> Budget Director</p> <p><i>Tracy Gully</i> Department Director</p> <p><i>Marsha Hestwood</i> Finance Director</p> <p><i>[Signature]</i> Chief of Staff</p> <p><i>[Signature]</i> Mayor</p>	<p><i>6/18/12</i> Date</p> <p><i>7.3.2012</i> Date</p> <p><i>6/18/12</i> Date</p> <p><i>6/29/12</i> Date</p> <p><i>7/2/12</i> Date</p> <p><i>7/2/12</i> Date</p>	<p>Prepared By: <i>BDlsen</i> bolsen</p> <p>Reference: _____</p> <p align="center">Budget & Research Use Only</p> <p>Type: A B C D E P</p> <p>General Ledger Date _____</p> <p>Posted to General Ledger _____</p> <p>Checked / Verified _____</p>
		<p>Initial _____ Date _____</p> <p>Initial _____ Date _____</p>

Account Name	Account Number	Increase / (Decrease) Expense	Revenue	Project.Sub Number
	TOTAL BUDGET ADJUSTMENT		<u>22,200</u>	<u>22,200</u>
Vehicles and equipment	9700.1920.5802.00	22,200		02083 . 2012
Use of fund balance	9700.0970.4999.99		22,200	
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BID: 12-48
DATE: 05/22/12
TIME: 2:00 PM
CITY OF FAYETTEVILLE

#5033

Bid 12-48, Square Baler

BIDDER	Make & Model	EST. QUANTITY	TOTAL BASE BID
1 Williams Tractor, Inc.	New Holland BB9060	1	\$ 81,488.00

*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

05/22/12
DATE

City Of Fayetteville - Purchase Order (PO) Request

(Not a Purchase Order)

Williams Tractor
 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

Vendor #: 11133 Vendor Name: WILLIAMS TRACTOR

Address: # 00 State: Fob Point: Zip Code: 97001 Ship to code: 50

City: Requester's Employee #: 1940 Extension: 485

Requester: BARBARA OLSEN

Item	Description	Quantity	Unit of Issue	Unit Cost	Extended Cost	Account Numbers	Project/Subproject #	Inventory #	Fixed Asset #
1	NEW HOLLAND BB9060 LARGE SQUARE BALER	1	EA	81,488.00	\$81,488.00	9700.1920.5802.00	02083.2012		705033
2	PER BID SPECS #12-48, TO BE UNIT 5033,				\$0.00				
3	FIXED ASSET 705033				\$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: \$81,488.00
 Tax: \$7,537.64
 Total: \$89,025.64

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