

City of Fayetteville Staff Review Form

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

9/18/2012

City Council Meeting Date
Agenda Items Only

Dennis Pratt / Barbara Olsen
Submitted By

Fleet Operations
Division

Transportation
Department

Action Required:

A resolution approving the purchase of one Backhoe Loader off the State Contract from Riggs Cat of Springdale, AR in the amount of \$136,000 and approving a budget adjustment to move funds to the Fleet expense account.

\$ 136,000.00	\$ 337,000.00	Backhoes / Loaders
Cost of this request	Category / Project Budget	Program Category / Project Name
9700.1920.5802.00	\$ 266,151.00	Vehicles and Equipment
Account Number	Funds Used to Date	Program / Project Category Name
02076.2012	\$ 70,849.00	Shop Fund
Project Number	Remaining Balance	Fund Name

Budgeted Item

Budget Adjustment Attached

Tracy S. Gully 8-29-12
Department Director Date

Kristin 8-31-12
City Attorney Date

Previous Ordinance or Resolution # _____

Original Contract Date: _____

Original Contract Number: _____

Paul a. Behr 9-4-2012
Finance and Internal Services Director Date

Received in City Clerk's Office 08-31-12 A11:46 RCVD
WB

Ann Man 9-4-12
Chief of Staff Date

Received in Mayor's Office

ENTERED
9/18/12
ATF

David Jordan 9/5/12
Mayor Date

Comments:

CITY COUNCIL AGENDA MEMO

To: Mayor/City Council

Thru: Terry Gulley, Director of Transportation *TAG*

From: Dennis Pratt, Fleet Operations Supt.

Date: August 29, 2012

Subject: Purchase of one Backhoe Loader for Water & Sewer

PROPOSAL: That City Council approve the purchase of one Caterpillar Backhoe from Riggs Cat of Springdale, AR in the amount of \$136,000, and approve a budget adjustment to move funds for the upgrade to the Fleet expense account.

RECOMMENDATION: Water & Sewer backhoe #650 needs to be replaced as it has reached the end of its useful life and is no longer dependable for full time front line use. The replacement backhoe will be upgraded to a larger size as the existing backhoe is not strong enough to lift manholes – which is one of the new missions for the backhoe. With an upgraded backhoe, all missions for the backhoe will be met.

Water & Sewer operators demo'd the large Cat backhoe that is on the State Contract bid list to insure it will do the jobs required. This backhoe is heavy duty enough to perform all needed repairs including lifting manholes for sewer rehabilitation projects.

The quote for the demo'd unit is attached. It will cost \$10,000 less than a new 2012 unit. I recommend purchase of the demo unit from Riggs Cat of Springdale, AR in the amount of \$136,000.

This purchase was unanimously approved by the Equipment committee on August 28th, 2012.

BUDGET IMPACT: This replacement was budgeted for on both the capital and operating sides. As this unit is being upgraded to a larger size to enable it to lift 5,000 lb. manholes, a budget adjustment is attached to move funds for the upgrade from Water and Sewer Division to Fleet expense account per Fleet Policy FO-05 Replacements and Expansions.

RESOLUTION NO. _____

A RESOLUTION TO APPROVE THE PURCHASE OF A BACKHOE LOADER PURSUANT TO THE STATE CONTRACT FROM RIGGS CAT IN THE AMOUNT OF \$136,000.00 PLUS ANY APPLICABLE SALES TAX AND TO APPROVE THE ATTACHED 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 approves the purchase of a Backhoe Loader pursuant to the State Contract from Riggs Cat in the amount of \$136,000.00 plus any applicable sale tax and approves the attached budget adjustment.

PASSED and APPROVED this 18th day of September, 2012.

APPROVED:

ATTEST:

By: _____
LIONELD JORDAN, Mayor

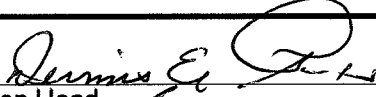
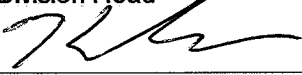
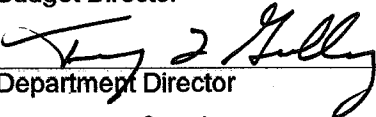
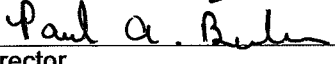

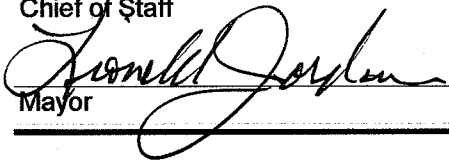
By: _____
SONDRA E. SMITH, City Clerk/Treasurer

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

Budget Year 2012	Division: Water & Sewer Maintenance Department: Utilities Director	Request Date 8/10/2012	Adjustment Number
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BUDGET ADJUSTMENT DESCRIPTION / JUSTIFICATION

A BA is needed to transfer \$66,200 to Fleet for the replacement and upgrade of Unit #650-Water/Sewer 2004 Komatsu backhoe. The existing backhoe is not strong enough to lift manholes which is one of the missions for having the backhoe. Since the backhoe is to be replaced an upgraded backhoe will be purchased so that all the missions for using the equipment will be met. A decrease in the Sewer Rehabilitation Project is due to sewer maintenance doing more sewer rehabilitation in-house-which is a huge cost savings for the City. With the upgraded backhoe sewer maintenance will be able to lift the manholes for the sewer rehabilitation projects and do more rehab in-house instead of contracting the work out.

 Division Head	8-29-12 Date	Prepared By: Cheryl Partain		
 Budget Director	9-4-12 Date	Reference:	<i>bolsen</i>	
 Department Director	8-29-12 Date	Budget & Research Use Only		
 Finance Director	9-4-2012 Date	Type: A B C D E P		
 Chief of Staff	9-4-12 Date	General Ledger Date		
 Mayor	9/5/12 Date	Posted to General Ledger	Initial	Date
		Checked / Verified	Initial	Date

TOTAL BUDGET ADJUSTMENT		66,200	66,200	
		Increase / (Decrease)		
Account Name	Account Number	Expense	Revenue	Project.Sub Number
Vehicles and equipment	9700.1920.5802.00	66,200	-	02076 . 2012
Trans from Water & Sewer	9700.0970.6602.40	-	66,200	02076 . 2012
ADDTransfer to Shop	5400.1840.7602.70	66,200		07032 . 2012
Sewer improvements	5400.5700.5815.00	(66,200)		02017 . 1
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				.
				.



Quote 107520-01

July 25, 2012

CITY OF FAYETTEVILLE
1525 S HAPPY HOLLOW RD
FAYETTEVILLE, AR72701-7258

DEAR DENNIS,

WE ARE PLEASED TO QUOTE THE FOLLOWING FOR YOUR PURCHASE CONSIDERATION.

ONE (1) NEW 2012 CAT 450E BACKHOE LOADER WITH ALL STANDARD EQUIPMENT AND SPECIFICATIONS LISTED BELOW:

Sell Price	\$136,000.00
Ext Warranty	Included
Balance Before Taxes	\$136,000.00

WARRANTY

Standard Warranty: 12 Month/Unlimited Hours Full Machine
* All standard warranties include travel time & mileage for first three months.
Scheduled Oil sampling is required during entire warranty period.

Extended Warranty: GOV 36 MO / 5,000 HR Powertrain and Hydraulic Warranty

IF THERE ARE ANY QUESTIONS, PLEASE DO NOT HESITATE TO CONTACT ME.

SINCERELY,

STEVE SMITH
MACHINE SALES REPRESENTATIVE
RIGGS CAT

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

JA RIGGS CAT

Address: 11700 Vendor Name: JA RIGGS CAT Fob Point: _____
 City: _____ State: _____ Zip Code: _____ Ship to code: 50
 Requisition No.: _____ Date: 8/29/2012
 P.O Number: _____ Expected Delivery Date: _____
 Mail Yes: _____ No: X
 Taxable Yes: _____ No: X
 Quotes Attached Yes: _____ No: X

Requester: BARBARA OLSEN Requester's Employee #: 1940 Extension: 485
 Division Head Approval: *[Signature]*

Item	Description	Quantity	Unit of Issue	Unit Cost	Extended Cost	Account Numbers	Project/Subproject #	Inventory #	Fixed Asset #
1	2012 450E BACKHOE LOADER DEMO UNIT OFF	1	EA	136,000.00	\$136,000.00	9700.1920.5802.00	02076.2012		
2	STATE CONTRACT, PER QUOTE AND				\$0.00				
3	SPECIFICATIONS LISTED ON QUOTE. TO BE				\$0.00				
4	UNIT #699, FIXED ASSET #700699				\$0.00				700699
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:	\$136,000.00
Total:	\$136,000.00

Approvals:

Mayor: _____ Department Director: _____ Purchasing Manager: _____

Finance & Internal Services Director: _____ Budget Manager: _____ IT Manager: _____

Dispatch Manager: _____ Utilities Manager: _____ Other: _____