

City of Fayetteville Staff Review Form

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

11/20/2012

**City Council Meeting Date
 Agenda Items Only**

Dennis Pratt / Barbara Olsen

Submitted By

Fleet Operations

Division

Transportation

Department

Action Required:

A resolution awarding Bid #12-73 to North Point Ford of North Little Rock in the amount of \$49, 856 for the purchase of one Ford F250 with Deerskin Animal Control Body for use by Animal Services Division, and approval of a Budget Adjustment to move funds to the Fleet expense account.

\$ 49,856.00

Cost of this request

\$ 369,000.00

Category / Project Budget

Light/Medium Utility Vehicles

Program Category / Project Name

9700.1920.5802.00

Account Number

\$ 221,766.00

Funds Used to Date

Vehicles and Equipment

Program / Project Category Name

02078.2012

Project Number

\$ 147,234.00

Remaining Balance

Shop Fund

Fund Name

Budgeted Item

Budget Adjustment Attached

[Signature] 11-2-12
 Department Director Date

Previous Ordinance or Resolution # _____

[Signature] 11-6-12
 City Attorney Date

Original Contract Date: _____

Original Contract Number: _____

Paul a. Buh 11-5-2012
 Finance and Internal Services Director Date

Received in City Clerk's Office
 11-02-12P12:51 RCVD
[Signature]

[Signature] 11-7-12
 Chief of Staff Date

Received in Mayor's Office
 ENTERED
 11/21/12
[Signature]

[Signature] 11/8/12
 Mayor Date

Comments: _____

CITY COUNCIL AGENDA MEMO

To: Mayor/City Council

Thru: Terry Gulley, Director of Transportation

From: Dennis Pratt, Fleet Operations Supt.

Date: November 1, 2012

Subject: Purchase of one Pickup truck with Animal Control Body

PROPOSAL: That City Council approve the purchase of one F250 pickup with Animal Control Body from North Point Ford of North Little Rock in the amount of \$49,856 for use by Animal Services Division, and approve a Budget Adjustment to move funds to the Fleet expense account.

RECOMMENDATION: Bid 12-73 was opened October 5, 2012. The low bid from North Point Ford meets all specifications. A Bid tab sheet is attached.

Unit 2067 is a 2005 Dodge Sprinter Van that is no longer dependable or safe to drive. It dies without warning when driving down the road which leaves the unit with no power steering or power brakes. Neither Fleet nor the vendor could find and fix the problem. The unit is too close to replacement (due in 2013) to spend more funds in troubleshooting.

I recommend acceptance of the low bid from North Point Ford in the amount of \$49,856.

As this unit was not budgeted for capital purchase in 2012, a Budget Adjustment will be needed to move the funds from Shop Fund balance.

This purchase was unanimously approved by the Equipment Committee at the meeting of October 30, 2012.

BUDGET IMPACT: This unit will arrive in 2013. It was budgeted for on both the capital and operating sides in 2013. However, since Fleet is purchasing it in 2012, a Budget adjustment is necessary to move the funds to the Fleet expense account.

RESOLUTION NO. _____

A RESOLUTION AWARDDING BID #12-73 AND AUTHORIZING THE PURCHASE OF ONE (1) FORD F-250 TRUCK WITH DEERSKIN ANIMAL CONTROL BODY FROM NORTH POINT FORD OF NORTH LITTLE ROCK IN THE TOTAL AMOUNT OF \$49,856.00 FOR USE BY THE ANIMAL SERVICES 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 #12-73 and authorizes the purchase of one (1) Ford F-250 truck with deerskin animal control body from North Point Ford of North Little Rock in the total amount of \$49,856.00 for use by the Animal Services 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 20th day of November, 2012.

APPROVED:

ATTEST:

By: _____
LIONELD JORDAN, Mayor

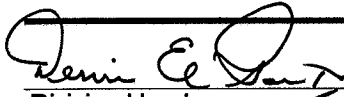


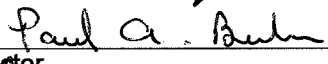

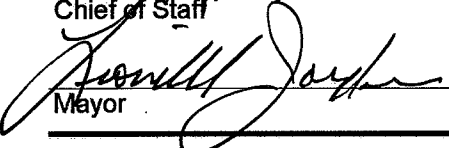
By: _____
SONDRA E. SMITH, City Clerk/Treasurer

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

Budget Year	Division: Fleet Operations Department: Transportation Services	Request Date	Adjustment Number
2012		10/8/2012	

BUDGET ADJUSTMENT DESCRIPTION / JUSTIFICATION

Unit 2067 is no longer dependable nor safe to drive and needs to be replaced. As it was not scheduled for replacement this year, funds for the purchase need to be moved into the Fleet project 02078 - Light / Medium trucks from fund balance. Sufficient funds remain to meet city objectives.

	<u>10-8-12</u>
Division Head	Date
	<u>10/5/12</u>
Budget Director	Date
	<u>10-8-12</u>
Department Director	Date
	<u>11-5-2012</u>
Finance Director	Date
	<u>11-7-12</u>
Chief of Staff	Date
	<u>11/8/12</u>
Mayor	Date

Prepared By: Barbara Olsen
bolsen

Reference: _____

Budget & Research Use Only

Type: A B C D E P

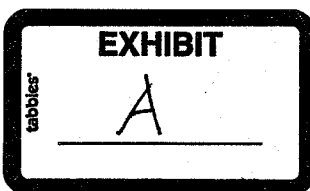
General Ledger Date _____

Posted to General Ledger _____

	Initial	Date
Checked / Verified	Initial	Date

TOTAL BUDGET ADJUSTMENT 50,500 50,500

Account Name	Account Number	Increase / (Decrease)		Project.Sub Number
		Expense	Revenue	
Vehicles and equipment	9700.1920.5802.00	50,500		02078 . 2012
Use of fund balance	9700.0970.4999.99		50,500	.
				.
				.





BID: 12-73
10/05/12
2:00 PM
CITY OF FAYETTEVILLE

Bid 12-73, Truck with Animal Control Body Re-Bid

BIDDER	MANUFACTURER	MODEL	Quantity	Unit Price	TOTAL BID PRICE
1 North Point Ford	Ford	F- 250	1	\$ 49,856.00	\$ 49,856.00
2 Terex Equipment Services	Ford	F- 250 4x4 XL Gas ACC M6G	1	\$ 55,560.00	\$ 55,560.00

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

CERTIFIED:

P. Vice, PURCH MGR

P. Vice

WITNESS

Julie Saladino

DATE

10/05/12

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: 10/31/2012 A. 3
P.O Number:	Expected Delivery Date: 10/31/2012 Bid #12-73 North Point Ford Page 6 of 6

Vendor #: 6481	Vendor Name: NORTH POINT FORD	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: <i>[Signature]</i>	
City:	State:	Zip Code:	Ship to code: 50	Requester's Employee #: 1940
Requester: BARBARA OLSEN		Extension: 485		

Item	Description	Quantity	Unit of Issue	Unit Cost	Extended Cost	Account Numbers	Project/Subproject #	Inventory #	Fixed Asset #
1	FORD F250 WITH ANIMAL CONTROL BODY PER	1	EA	49,856.00	\$49,856.00	9700.1920.5802.00	02078.2012		702157
2	BID SPECS, BID 12-73, TO BE UNIT #2157				\$0.00				
3	FIXED ASSET #702157				\$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: **\$49,856.00**

Total: **\$49,856.00**

Approvals:

Mayor: _____

Department Director: _____

Purchasing Manager: _____

Finance & Internal Services Director: _____

Budget Manager: _____

IT Manager: _____

Dispatch Manager: _____

Utilities Manager: _____

Other: _____