

City of Fayetteville Staff Review Form

A. 2
 Bid #12-57 Williams Tractor
 Page 1 of 6

City Council Agenda Items
 and
 Contracts, Leases or Agreements

1/15/2013

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 round baler in the amount of \$24,900 from Williams Tractor of Fayetteville, AR, bid #12-57, for use by Waste Water Noland Plant farm, and approval of a Budget Adjustment to move funds to the Fleet expense account.

\$ 24,900.00

Cost of this request

\$ 267,000.00

Category / Project Budget

Tractors / Mowers

Program Category / Project Name

9700.1920.5802.00

Account Number

\$ -

Funds Used to Date

Vehicles and Equipment

Program / Project Category Name

02083.2013

Project Number

\$ 267,000.00

Remaining Balance

Shop Fund

Fund Name

Budgeted Item

Budget Adjustment Attached

Troy 2 Hulley
 Department Director

12-28-12
 Date

Previous Ordinance or Resolution # 165-12

[Signature]
 City Attorney

12-28-12
 Date

Original Contract Date: _____

Original Contract Number: _____

Paul A. Beckler
 Finance and Internal Services Director

1-2-2013
 Date

Received in City Clerk's Office 2-23-12 P01:45 RCVD
USB

[Signature]
 Chief of Staff

1-2-13
 Date

Received in Mayor's Office
 ENTERED 12/28/12
[Signature]

[Signature]
 Mayor

1/2/13
 Date

Comments:

CITY COUNCIL AGENDA MEMO

To: Mayor/City Council

Thru: Terry Gulley, Director of Transportation *TG*

From: Dennis Pratt, Fleet Operations Supt.

Date: December 21, 2012

Subject: Purchase of one Round Baler for Waste Water Plant East

PROPOSAL: That City Council approve the purchase of one Round Baler in the amount of \$24,900 from Williams Tractor of Fayetteville, AR, bid #12-57 for use by Waste Water Noland Plant farm, and approval of a Budget Adjustment to move funds to the Fleet expense account.

RECOMMENDATION: Unit 5003 is a 2007 Round Baler that is no longer dependable and needs to be replaced.

Fleet recently purchased a round baler. We contacted the vendor and they have agreed to let us piggy-back bid 12-57 which saves the City the cost of having to re-bid it.

I recommend the purchase of one New Holland Round Baler from Williams Tractor of Fayetteville, AR in the amount of \$24,900.

This purchase was approved by the Equipment Committee at the meeting of December 27, 2012.

BUDGET IMPACT: This baler has been budgeted on both the capital and operating sides for 2013. The capital purchase price was underestimated, so a Budget Adjustment is attached to cover the shortfall.

RESOLUTION NO. _____

A RESOLUTION PURSUANT TO BID #12-57 AUTHORIZING A CONTRACT WITH WILLIAMS TRACTOR, INC. IN THE AMOUNT OF \$24,900.00 FOR THE PURCHASE OF ONE (1) ROUND BALER FOR USE AT THE NOLAND WASTEWATER TREATMENT FACILITY, 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 pursuant to Bid #12-57 hereby authorizes a contract with Williams Tractor, Inc. in the amount of \$24,900.00 for the purchase of one (1) end-dump hauler trailer for use at the Noland Wastewater Treatment Facility.

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 15th day of January, 2013.

APPROVED:

ATTEST:

By: _____
LIONELD JORDAN, Mayor

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

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

A. 2 V12.0724
Bid #12-57 Williams Tractor
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| | | | |
|-----------------------------------|---|--------------------------------------|--------------------------|
| Budget Year BY 2013 | Division: Fleet Operations Department: Transportation Services | Request Date 1/15/2013 | Adjustment Number |
|-----------------------------------|---|--------------------------------------|--------------------------|

BUDGET ADJUSTMENT DESCRIPTION / JUSTIFICATION

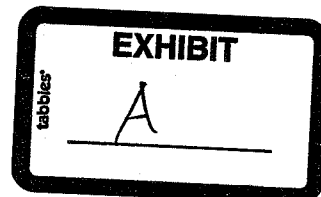
Unit #5003 (WWTP_F030) is a 2007 Round Baler that is being replaced. The purchase price was underestimated for the 2013 capital project. This Budget Adjustment will move funds from fund balance to cover the shortfall.

Sufficient funds remain to meet City objectives.

| | | |
|---|-----------------------------|--|
| <u>Donnis E. Porter</u> Division Head | 12-13-12 Date | Prepared By: <u>Barbara Olsen</u> bolsen |
| <u>[Signature]</u> Budget Director | 1/32 Date | Reference: _____ |
| <u>Terry Z. Gulley</u> Department Director | 12-13-12 Date | Budget & Research Use Only |
| <u>Paul A. Buh</u> Finance Director | 1-2-2013 Date | Type: A B C D E P |
| <u>Don Man</u> Chief of Staff | 1-2-13 Date | General Ledger Date _____ |
| <u>Lionel Jordan</u> Mayor | 1/2/13 Date | Posted to General Ledger _____ Initial _____ Date _____ |
| | | Checked / Verified _____ Initial _____ Date _____ |

TOTAL BUDGET ADJUSTMENT

| Account Name | Account Number | | TOTAL BUDGET ADJUSTMENT | | Project.Sub Number |
|------------------------|-------------------|----|-------------------------|---------|-----------------------|
| | | | Expense | Revenue | |
| Vehicles and equipment | 9700.1920.5802.00 | EX | 2,400 | 2,400 | 02083 . 2013 |
| Use of fund balance | 9700.0970.4999.99 | RF | - | 2,400 | . |
| | | | | | . |
| | | | | | . |





BID: 12-57
DATE: 07/06/12
TIME: 2:00 PM
CITY OF FAYETTEVILLE

Bid 12-57, Round Baler Re-Bid

| BIDDER | Make & Model | Est. Quantity | TOTAL COST |
|----------------------------|--------------------|---------------|-------------|
| 1 Country Side Farm & Lawn | John Deere 458 | 1 | \$24,942.00 |
| 2 Larson Farm & Lawn | John Deere 458 | 1 | \$28,017.88 |
| 3 Williams Tractor, Inc. | New Holland BR7060 | 1 | \$24,900.00 |

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

CERTIFIED: P. Vice
P. VICE, PURCHASING MGR

Julie Paladino
WITNESS

07/06/12
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

| | | |
|------------------|---------------------------------|-----------------------------|
| Requisition No.: | Date: A. 2 12/28/2012 | Bid #12-57 Williams Tractor |
| P.O Number: | Expected Delivery Date | |

| | |
|---------------------------|---|
| Vendor #: 11133 | Vendor Name: WILLIAMS TRACTOR |
|---------------------------|---|

| | |
|--|---|
| Mail Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/> | Taxable Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/> |
|--|---|

| | | |
|----------|------------|---|
| Address: | Fob Point: | Quotes Attached Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/> |
|----------|------------|---|

| | |
|------------------------|---|
| Divison Head Approval: | No: <input checked="" type="checkbox"/> |
|------------------------|---|

| | | | |
|-------|--------|-----------|----------------------------|
| City: | State: | Zip Code: | Ship to code: 50 |
|-------|--------|-----------|----------------------------|

| | |
|--|--------------------------|
| Requester's Employee #: 1940 | Extension: 485 |
|--|--------------------------|

| | |
|------------------------------------|--|
| Requester: BARBARA OLSEN | Requester's Employee #: 1940 |
|------------------------------------|--|

| | |
|--|--------------------------|
| Requester's Employee #: 1940 | Extension: 485 |
|--|--------------------------|

| Item | Description | Quantity | Unit of Issue | Unit Cost | Extended Cost | Account Numbers | Project/Subproject # | Inventory # | Fixed Asset # |
|------|-------------------------------------|----------|---------------|-----------|---------------|-------------------|----------------------|-------------|---------------|
| 1 | ROUND BALER PER BID SPECS #12-57. | 1 | EA | 24,900.00 | \$24,900.00 | 9700.1920.5802.00 | 02083.2013 | | 705037 |
| 2 | TO BE UNIT 5037, FIXED ASSET 705037 | | | | \$0.00 | | | | |
| 3 | | | | | \$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: | \$24,900.00 |
| | |
| Total: | <u>\$24,900.00</u> |

Approvals:

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