

City of Fayetteville Staff Review Form

A. 5  
North Point Ford – Information  
Technology Division  
Page 1 of 6

City Council Agenda Items  
and  
Contracts, Leases or Agreements

3/19/2013

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 Ford F150 pickup truck off the State Vehicle contract from North Point Ford of North Little Rock in the amount of \$18,492 and approval of a Budget Adjustment to move funds to the Fleet expense account.

\$ 18,492.00  
Cost of this request  
  
9700.1920.5802.00  
Account Number  
  
02078.2013  
Project Number

\$ 687,600.00  
Category / Project Budget  
  
\$ 135,935.00  
Funds Used to Date  
  
\$ 551,665.00  
Remaining Balance

Light/Medium Utility Vehicles  
Program Category / Project Name  
  
Vehicles and Equipment  
Program / Project Category Name  
  
Shop Fund  
Fund Name

Budgeted Item

Budget Adjustment Attached

Tracy Z Gullett 2-28-13  
Department Director Date

Previous Ordinance or Resolution # \_\_\_\_\_

Original Contract Date: \_\_\_\_\_

[Signature] 3-1-13  
City Attorney Date

Original Contract Number: \_\_\_\_\_

Paul A Bush 3-1-2013  
Finance and Internal Services Director Date

Received in City Clerk's Office 02-23-13 P03:35 RCVD  
Kim G

[Signature] 3-1-13  
Chief of Staff Date

Received in Mayor's Office  
ENTERED 3/11/13  
[Signature]

[Signature] 3/4/13  
Mayor Date

Comments:

## CITY COUNCIL AGENDA MEMO

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**To:** Mayor/City Council

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

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

**Date:** February 27, 2013

**Subject:** Purchase of one F150 pickup truck for Information Technology

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**PROPOSAL:** That City Council approve the purchase of one Ford F150 pickup truck off the State Vehicle contract from North Point Ford of North Little Rock in the amount of \$18,492 and approve a Budget Adjustment to move funds to the Fleet expense account.

**RECOMMENDATION:** For the last dozen years IT has had hand-me-down used units that were nearly worn out as they didn't put many miles on the vehicles. Now that IT Network Services is moving to the Airport, they will need a vehicle to transport people and equipment between buildings within the City on a daily basis.

As this is a new unit for which negligible replacement has been collected, it is treated as an expansion according to the Fleet Policy. Capital funds have been placed in the IT budget for the 2013 budget year. A Budget adjustment will be required to move funds to the Fleet expense account.

IT is currently driving #1052U which is a 1999 Ford Explorer. Their needs will be better served with a pickup truck. Fleet recommends purchasing a 2013 Ford F150 half-ton pickup, 2x4 off the state contract for \$18,492. Fleet will also purchase up-fit items locally: lights (since it will be used at the Airport), and a camper shell. Sufficient funds were placed in the capital budget for these items.

Fleet recommends the purchase off the state contract of one half-ton pickup from North Point Ford of North Little Rock in the amount of \$18,492.

This purchase was unanimously approved by the Equipment Committee on February 26, 2013.

**BUDGET IMPACT:** This purchase was budgeted for on both the capital and operating sides.

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

A RESOLUTION AUTHORIZING THE PURCHASE OF ONE (1) FORD F-150 PICKUP TRUCK IN THE AMOUNT OF \$18,492.00, PURSUANT TO A STATE PROCUREMENT CONTRACT, FROM NORTH POINT FORD OF NORTH LITTLE ROCK FOR USE BY THE INFORMATION TECHNOLOGY 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 authorizes the purchase of one (1) Ford F-150 pickup truck in the amount of \$18,492.00, pursuant to a state procurement contract, from North Point Ford of North Little Rock for use by the Information Technology Division.

Section 2: That the City Council of the City of Fayetteville, Arkansas hereby approves a budget adjustment, a copy of which is attached as Exhibit "A".

**PASSED and APPROVED** this 19<sup>th</sup> day of March, 2013.

APPROVED:

ATTEST:

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

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

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

A. 5 V12.0724  
North Point Ford - Information

<b>Budget Year</b>  2013	Division: Fleet Operations Department: Transportation Services	<b>Request Date</b>  2/6/2013	<b>Adjustment Number</b>  Technology Division Page 1 of 1
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**BUDGET ADJUSTMENT DESCRIPTION / JUSTIFICATION**

Funds are requested to purchase an expansion pickup truck Unit 2168, ITOP\_F001 for IT to use to carry personnel and equipment to and from the airport location and between buildings in the City. This BA includes an amount for lights (as it will be based at the airport) and a camper shell which are not part of the state contract price.

<i>Dennis E. Smith</i> Division Head	2-6-13 Date
<i>[Signature]</i> Budget Director	3-1-2013 Date
<i>[Signature]</i> Department Director	2-6-13 Date
Paul a. Baker Finance Director	3-1-2013 Date
<i>[Signature]</i> Chief of Staff	3-1-13 Date
<i>[Signature]</i> Mayor	3/4/13 Date

Prepared By: Barbara Olsen bolsen

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

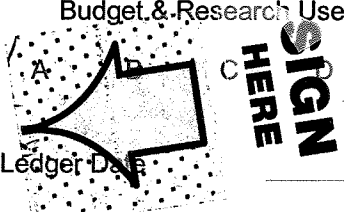
Budget & Research Use Only

Type: A B C E P

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

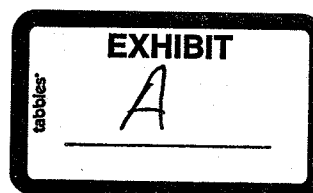
Posted to General Ledger Initial \_\_\_\_\_ Date \_\_\_\_\_

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



TOTAL BUDGET ADJUSTMENT 27,500      27,500

Account Name	Account Number		Increase / (Decrease)		Project.Sub Number
			Expense	Revenue	
Fixed assets	1010.6600.5801.00	EX	(27,500)		.
Transfer to Shop	1010.6600.7602.70	EX	27,500		.
Transfer from General	9700.0970.6602.01	RE		27,500	02078 . 2013
Vehicles and equipment	9700.1920.5802.00	EX	27,500		02078 . 2013



## 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: 5/27/2015
P.O Number:	Point Ford - Information
	Expected Delivery Date: Page 5 of 6

Vendor #: <b>6481</b>	Vendor Name: <b>NORTH POINT FORD</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:	Divison Head Approval: <i>Wennis &amp; Pugh</i>	
City:	State:	Zip Code: <b>50</b>	Ship to code:	Requester's Employee #: <b>1940</b>
Requester: <b>BARBARA OLSEN</b>		Extension: <b>485</b>		

Item	Description	Quantity	Unit of Issue	Unit Cost	Extended Cost	Account Numbers	Project/Subproject #	Inventory #	Fixed Asset #
1	2013 FORD F150 2X4 PICKUP TRUCK WITH	1	EA	18,492.00	\$18,492.00	9700.1920.5802.00	02078.2013		
2	XO TOW PACKAGE, AND LS LIMITED SLIP PER				\$0.00				
3	STATE CONTRACT PRICES. TO BE UNIT 2168				\$0.00				
4	FIXED ASSET #702168				\$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				

Subtotal:	<b>\$18,492.00</b>
Total:	<b><u>\$18,492.00</u></b>

Special Instructions:

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Approvals:

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

