

City Council Agenda Items
and
Contracts, Leases or Agreements

8/6/2013

City Council Meeting Date
Agenda Items Only

Jesse Beeks / Barbara Olsen
Submitted By

Fleet Operations
Division

Transportation
Department

Action Required:

A resolution approving the purchase of two Toyota Tacoma pickup trucks in the amount of \$24,419 each for a total of \$48,838 off the State Vehicle purchase contract from Lander's Toyota of Little Rock AR for use by Transportation and Water & Sewer Divisions, and approving a Budget Adjustment to move funds to the Fleet expense project.

\$ 48,838.00
Cost of this request

9700.1920.5802.00
Account Number

02078.2013
Project Number

\$ 750,500.00
Category / Project Budget

\$ 596,771.00
Funds Used to Date

\$ 153,729.00
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

Terry J. Gully
Department Director 7-19-13
Date

Previous Ordinance or Resolution # _____

Joe Bell
City Attorney 7-19-13
Date

Original Contract Date: _____

Original Contract Number: _____

Paul A. Bush
Finance and Internal Services Director 7-22-2013
Date

Received in City 07-19-13 A09:59 RCVD
Clerk's Office *dm*

Don Man
Chief of Staff 7-22-13
Date

Received in Mayor's Office
ENTERED
7/19/13
PA

Donald Jordan
Mayor 7/22/13
Date

Comments:

CITY COUNCIL AGENDA MEMO

To: Mayor/City Council

Thru: Terry Gulley, Director of Transportation *TJG*

From: Jesse Beeks, Fleet Operations Superintendent *JB*

Date: July 18, 2013

Subject: Purchase of two Toyota Tacoma Pickups for Transportation and Water & Sewer

PROPOSAL: That City Council approve the purchase of two Toyota Tacoma pickups for use by Transportation and Water & Sewer in the amount of \$24,419 each for a total of \$48,838 off the State Vehicle purchase contract from Lander's Toyota of Little Rock, and approve a budget adjustment to move funds to the Fleet expense account.

RECOMMENDATION: Unit #1110 is a 2003 Honda Element all wheel drive vehicle used by the Assistant Transportation Manager. He needs to have a suitable vehicle available to respond to locations around the City in any weather during any emergency. Transportation has requested that #1110 be replaced with a 4x4 pickup.

Unit #2084 is a 2005 Chevy Silverado 4x4 Water & Sewer pickup that was due for replacement in 2013, but was pushed back to 2014. Recently it was totaled in an accident, so it needs to be replaced now. It needs to be replaced with a 4x4 pickup.

Toyota Tacoma pickups are available off the State Vehicle purchase contract from Lander's Toyota of Little Rock, AR for \$24,419 each. Fleet recommends the purchase of two Tacoma's from Lander's Toyota for a total of \$48,838.

This purchase was approved by the Equipment Committee at the meeting on July 16th, 2013.

BUDGET IMPACT: A Budget Adjustment is needed as Fleet had budgeted to replace #1110 in 2015, so the funds need to be moved to the 2013 project. No Budget adjustment is needed for the Water & Sewer truck as it was budgeted to replace in 2013. Both units are budgeted for on the operating side.

In both instances, sufficient replacement funds have been collected for the replacements.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE PURCHASE OF TWO (2) TOYOTA TACOMA PICKUP TRUCKS IN THE TOTAL AMOUNT OF \$48,838.00, PURSUANT TO A STATE PROCUREMENT CONTRACT, FROM LANDERS TOYOTA OF LITTLE ROCK FOR USE BY THE TRANSPORTATION AND WATER & SEWER DIVISIONS, 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 two (2) Toyota Tacoma pickup trucks in the total amount of \$48,838.00, pursuant to a state procurement contract, from Landers Toyota of Little Rock for use by the Transportation and Water & Sewer Divisions.

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 6th day of August, 2013.

APPROVED:

ATTEST:

By: _____
LIONELD JORDAN, Mayor


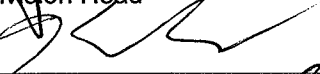
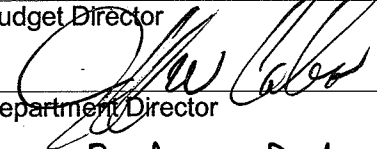
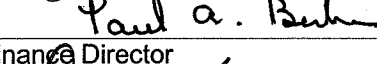
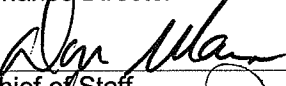
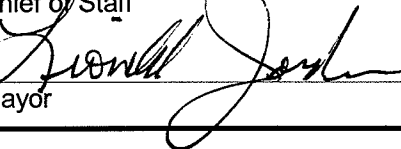
By: _____
SONDRA E. SMITH, City Clerk/Treasurer

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

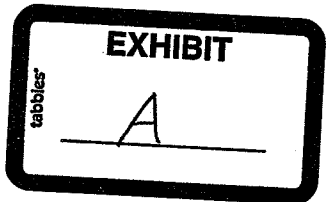
| | | | |
|--------------------------------|---|-------------------------------------|--------------------------|
| Budget Year 2013 | Division: Fleet Operations Department: Transportation Services | Request Date 7/1/2013 | Adjustment Number |
|--------------------------------|---|-------------------------------------|--------------------------|

BUDGET ADJUSTMENT DESCRIPTION / JUSTIFICATION

Funds are needed in 02078.2013 for the purchase of one pickup truck as a replacement for 1110 (TRAN_F001). This was budgeted for replacement in 2015; as it will be replaced now, funds are needed from fund balance. (1110 is being moved to Parking to replace 1218 Smart Car.)

| | | |
|--|-------------------|--|
|  Division Head | 7/3/13 Date | Prepared By: <u>Barbara Olsen</u> bolser |
|  Budget Director | 7-22-13 Date | Reference: _____ |
|  Department Director | 7/13/13 Date | Budget & Research Use Only |
|  Finance Director | 7-22-2013 Date | Type: A B C D E P |
|  Chief of Staff | 7-22-13 Date | General Ledger Date _____ |
|  Mayor | 7/22/13 Date | Posted to General Ledger _____ Initial Date |
| | | Checked / Verified _____ Initial Date |

| | | | | |
|--------------------------------|-------------------|-----------------------|---------------|-----------------------|
| TOTAL BUDGET ADJUSTMENT | | <u>25,000</u> | <u>25,000</u> | |
| | | Increase / (Decrease) | | |
| Account Name | Account Number | Expense | Revenue | Project.Sub Number |
| Vehicles and equipment | 9700.1920.5802.00 | 25,000 | - | 02078 . 2013 |
| Use of fund balance | 9700.0970.4999.99 | - | 25,000 | . |
| | | | | . |



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: 7/18/2013 | A. 8 Landers Toyota of Little Rock |
| P.O Number: | Expected Delivery Date: | Page 5 of 10 |

| | | | |
|---------------------------------|-------------------------------------|--|---|
| Vendor #: 18148 | Vendor Name: LANDER'S TOYOTA | Mail Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/> | |
| Address: | | Fob Point: | Taxable Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/> |
| City: | | State: | Quotes Attached Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/> |
| Requester: BARBARA OLSEN | | Requester's Employee #: 1940 | Division Head Approval: <i>[Signature]</i> |
| | | Extension: 485 | |

| Item | Description | Quantity | Unit of Issue | Unit Cost | Extended Cost | Account Numbers | Project/Subproject # | Inventory # | Fixed Asset # |
|------|---|----------|---------------|-----------|---------------|-------------------|----------------------|-------------|---------------|
| 1 | 2013 TOYOTA TACOMA 4X4 PICKUP TRUCK | 2 | EA | 24,419.00 | \$48,838.00 | 9700.1920.5802.00 | 02078.2013 | | |
| 2 | PER STATE VEHICLE PURCHASE CONTRACT | | | | \$0.00 | | | | |
| 3 | TO BE UNIT 2169, FIXED ASSET 702169 AND | | | | \$0.00 | | | | 702169 |
| 4 | UNIT 2170, FIXED ASSET 702170 | | | | \$0.00 | | | | 702170 |
| 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: \$48,838.00 |
| | Total: \$48,838.00 |

Approvals:

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

**2013 VEHICLE CONTRACT
STANDARD SPECIFICATIONS
Including Optional Equipment**

ITEM 7

AASIS Material # 10011620
TYPE PAB: Small Pickup Truck (as defined in the latest EPA Fuel Economy Guide),
Extended Cab, Short Bed, GVWR of at least 4500 lbs
MFG & Model: Toyota Tacoma Access Cab 7164 **\$21,037.00** 

AWARDED TO: Landers Toyota – Vendor Number: 100149950

Delivery Charge for AR Coop Purchasing Program Participants: \$1.45/mile/vehicle

- A. STANDARD EQUIPMENT: Each pickup truck shall be equipped as follows:
- a. Air Conditioning: factory installed
 - b. Alternator: type and capacity as recommended by manufacturer for vehicle as equipped
 - c. Cooling System: radiator and factory installed coolant recovery system. Antifreeze: serviced to -29°C (-20°F) or lower
 - d. Battery: maintenance free, type and capacity as recommended by manufacturer for vehicle as equipped.
 - e. Bumpers: standard front, step-type rear.
 - f. Engine: gasoline engine, horsepower, minimum of 200 hp
 - g. License Plate Brackets: front and rear.
 - h. Pickup Bed: factory installed, as recommended by manufacturer for vehicle as equipped
 - i. Mirrors: two (2) outside, right and left, one (1) interior.
 - j. Operator's Manual.
 - k. Paint: One (1) standard exterior color selected from manufacturer's standard list and specified by ordering entity.
 - l. Power Brakes: ABS, factory installed.
 - m. Power Steering.
 - n. Radio: factory installed in dash AM/FM.
 - o. Tires: four (4) radial, tubeless, tires of the size and load range recommended by manufacturer for vehicle as equipped and one (1) mounted spare tire with wheel, either "space saver" or full size.

**2013 VEHICLE CONTRACT
 STANDARD SPECIFICATIONS
 Including Optional Equipment**

- p. Transmission: minimum 4-speed automatic or continuously variable transmission (CVT)
- q. Upholstery: manufacturer's standard materials and colors to blend with exterior color.
- r. Keys: two (2) per vehicle
- s. Tilt Steering Wheel
- t. Windshield Washer: with multi-speed wipers
- u. Extended Cab: with minimum rear bench seat
- v. Glass: manufacturer standard tinted glass in all windows.

B. OPTIONAL EQUIPMENT: (Must be factory installed unless aftermarket options are specifically listed as acceptable) Purchaser may choose from the following:

| | | |
|---|-------------------|---|
| AO. Four Wheel Drive (4x4): to include oil pressure gauge, automatic locking hubs, and suspension type recommended by manufacturer for vehicle as equipped and with standard equipment. Option Code: Model # 7554 | \$3,382.00 |  |
| LS. Differential: limited slip, ratio as recommended by manufacturer. | Standard | |
| DL. Daytime Running Lights | Standard | |
| KO. Skid Plate | Standard | |
| FFV. Flex Fuel | N/A | |
| PO. Automatic Speed Control: factory installed | \$1,005.00 | |
| QH. Long Wide Pickup Bed | N/A | |
| VF. Vinyl Floor | \$50.00 | |
| WL. Spare: One (1) mounted, matching full-size spare tire with wheel. | Standard | |
| XX. Power Windows and Door Locks: factory installed | Standard | |
| XO. Towing Package: Class of frame attached hitch will be manufacturer recommended for vehicle as equipped. Must be dealer or manufacturer installed. Must include appropriate oil and/or transmission cooling capability where required, Insert bar and ball not included. | \$650.00 | |
| ZO. Transmission: manual, with a minimum of three (3) forward speeds (credit). | N/A | |

| Arkansas Office of State Procurement | | | | | | |
|---|---------------------------|------------------------------|--|-----------|--|---|
| 2013 State Vehicle Contract | | | | | | |
| Vendor | Contact Name | Phone | Email | Vendor # | OA # | Awarded Items |
| North Point Nissan 1 Commercial Center Dr. Little Rock, AR 72210 | Kelly Cockrell | 501-975-0300 | kcockrell@northpointcars.com | 100184216 | 4600022810 | 1,2 |
| Springdale Dodge Jeep 3709 S. Thompson Springdale, AR 72764 | Harold Schwartz | 479-751-4563 | budschwartz@hotmail.com | 100189963 | 4600027806 | 3,9,12,15,39,40 |
| Bale Chevrolet 13101 Chenal Pkwy. Little Rock, AR 72211 | David Broyles | 501-221-9191 Ext. 4282 | dbroyles@balechevrolet.com | 100095671 | 4600022797 | 4,13,14,30,31,32,33,34,35 36,53,54,55,56,61,64,67 |
| Landers Chevrolet PO Box. 1649 Benton, AR 72018 | Rick Layton | 501-316-4400 | ricklayton@penskeautomotive.com | 100029958 | 4600022985 4600022800 4600027876 | 45, 46 5 42 |
| Landers Toyota 10825 Colonel Glenn Little Rock, AR 72204 | Roy Spann | 501-569-4018 | rspann@landerscorp.com | 100149950 | 4600027801 | 6,7,8,76 |
| North Point Ford 4400 Landers Rd. N. Little Rock, AR 72117 | Jerry Smith Kelly Penn | 501-945-8213 501-955-7715 | gsmith4@northpointcars.com kpenn@northpointcars.com | 100052169 | 4600022795 4600022981 4600027878 | 10,11,16,17,22,23, 26,47,66 27,28,29,37,37a 78 |
| Landers Dodge Jeep PO Box. 1649 Benton, AR 72018 | Rick Layton | 501-316-4400 | ricklayton@penskeautomotive.com | 100032541 | 4600022798 4600027803 4600022984 | 18,21,25,38,43,44 62,63 41 |
| Landers Ford PO Box. 1649 Benton, AR 72018 | Rick Layton | 501-316-4400 | ricklayton@penskeautomotive.com | 100069180 | 4600022801 | 19,20 |
| Crain Ford Chenal 15400 Chenal Pkwy. Little Rock, AR 72211 | Will Allen | 501-570-3727 | willallen@crainteam.net | 100052072 | 4600022803 | 24,65 |

| | | | | | | |
|---|---------------|--------------|--|-----------|------------|-------|
| Frank Fletcher Honda 2921 Moberly Lane Bentonville, AR 72712 | Ryan Blake | 479-273-3000 | ryanblake11@yahoo.com | 100165279 | 4600022986 | 48 |
| Steve Landers Dodge 4600 S. University Little Rock, AR 72204 | Roy Spann | 501-374-4848 | rspann@landerscorp.com | 100149950 | 4600022987 | 49 |
| George Nunnally Chevvy 2700 SE Moberly Ln. Bentonville, AR 72712 | Don Clark | 479-273-5555 | dclark@justtryme.com | 100004710 | 4600027874 | 50,77 |
| Caldwell Toyota 1355 Excahange Ave. Conway, AR 72032 | Jonathan Webb | 501-327-3900 | jmwebb@caldwellcares.com | 100120925 | 4600027877 | 52 |
| Smith Chevrolet Cadillac 1215 Hwy. 71 South Fort Smith, AR 72901 | Ed Flaherty | 479-646-7301 | eflaherty@smithautogroup.com | 100059108 | 4600022988 | 57 |
| Fayetteville Auto Park PO Box. 1649 Benton, AR 72018 | Rick Layton | 501-316-4400 | ricklayton@penskeautomotive.com | 100185462 | 4600023005 | 59 |

ORDERING INSTRUCTIONS:

**When ordering vehicles, agencies must reference the outline agreement numbers (OA #)
 and vendor numbers (Vendor #) on all purchase orders.**

