

City of Fayetteville Item Review Form

2013-0177

Legistar File Number

12/03/2013

City Council Meeting Date - Agenda Item Only

N/A for Non-Agenda Item

Jesse Beeks / Barbara Olsen

Submitted By

Transportation Services

Department

Action Required:

A resolution approving the purchase of two Toyota Tacoma pickup trucks in the amount of \$27,955 each for a total of \$55,910 off the state vehicle purchase contract from Lander's Toyota of Little Rock, AR for use by the Transportation and Water & Sewer divisions.

Does this item have a cost? Yes

\$55,910.00

Cost of this request

\$750,500.00

Category or Project Budget

Program or Project Name

9700.1920.5802.00

Account Number

\$596,771.00

Funds Used to Date

Vehicles and Equipment

Program or Project Category

02078 / 2013

Project Number

\$97,819.00

Remaining Balance

Shop Fund

Fund Name

Budgeted Item? Yes

Budget Adjustment Attached? Yes

V20130812

Previous Ordinance or Resolution # _____

Original Contract Number: _____

Comments:

Paul a. Beek 11-15-13

Paul a. Beek 11-18-2013

Jim Mann 11-18-13

Frank Johnson 11/19/13

11-15-13 P02:25 RCVD

dmw

ENTERED
11/18/13 BRP

CITY COUNCIL AGENDA MEMO

To: Mayor/City Council

Thru: Terry Gulley, Director of Transportation *TJG*

From: Jesse Beeks, Fleet Operations Superintendent

Date: November 13, 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 \$27,955 each for a total of \$55,910 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 \$27,955 each. Fleet recommends the purchase of two Tacoma's from Lander's Toyota for a total of \$55,910.

This purchase was approved by the Equipment Committee at the meeting on Nov 8th, 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 \$55,910.00, PURSUANT TO A STATE PROCUREMENT CONTRACT, FROM LANDERS TOYOTA OF LITTLE ROCK FOR USE BY THE TRANSPORTATION AND WATER & SEWER DIVISION, AND APPROVING A BUDGET ADJUSTMENT IN THE AMOUNT OF \$28,500.00

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 \$55,910.00, 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", in the amount of \$28,500.00.

PASSED and APPROVED this 3rd day of December 2013.

APPROVED:

ATTEST:

By: _____
LIONELD JORDAN, Mayor

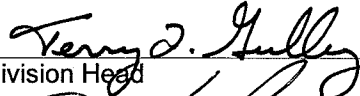
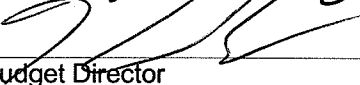
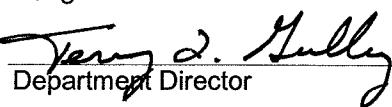
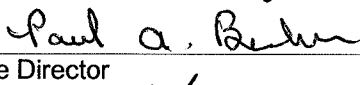
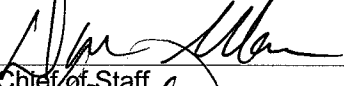
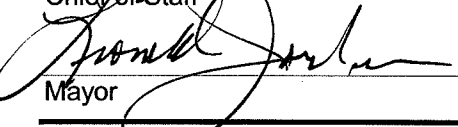
By: _____
SONDRA E. SMITH, City Clerk/Treasurer

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

Budget Year 2013	Division: Fleet Operations Department: Transportation Services	Request Date 12/3/2013	Adjustment Number
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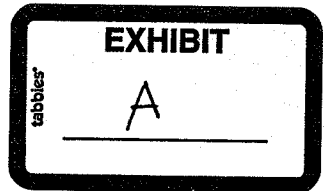
BUDGET ADJUSTMENT DESCRIPTION / JUSTIFICATION

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	11-13-13 Date	Prepared By: <u>Barbara Olsen</u>
 Budget Director	1/15/14 Date	Reference: _____
 Department Director	11-13-13 Date	Type: A B C D E P
 Finance Director	11-19-2013 Date	General Ledger Date _____
 Chief of Staff	11/19/13 Date	Posted to General Ledger _____
 Mayor	11/19/13 Date	Checked / Verified _____

TOTAL BUDGET ADJUSTMENT 28,500 28,500

Account Name	Account Number	Increase / (Decrease)		Project.Sub Number
		Expense	Revenue	
Vehicles and equipment	9700.1920.5802.00	EX 28,500	-	02078 . 2013
Use of fund balance	9700.0970.4999.99	-	RE 28,500	.
				.



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

Requestion No.: _____ Date: **11/13/2013**
 P.O Number: _____ Expected Delivery Date: _____

Vendor #: **18148** Vendor Name: **LANDERS TOYOTA**
 Mail Yes: No:
 Taxable Yes: No:
 Quotes Attached Yes: No:

Address: _____ Fob Point: _____
 City: _____ State: _____ Zip Code: _____
 Ship to code: **50**
 Requester's Employee #: _____
 Division Head Approval: *[Signature]* No:
 Extension: **485**

Requester: **BARBARA OLSEN**
 Account Numbers: **1940**
 Project/Subproject #: **02078.2013** Inventory #: _____ Fixed Asset #: _____

Item	Description	Quantity	Unit of Issue	Unit Cost	Extended Cost	Account Numbers	Project/Subproject #	Inventory #	Fixed Asset #
1	2014 TOYOTA TACOMA 4X4 PICKUP TRUCK	2	EA	27,955.00	\$55,910.00	9700.1920.5802.00	02078.2013		702169
2	PER STATE VEHICLE PURCHASE CONTRACT				\$0.00				702170
3	TO BE UNIT 2169, FIXED ASSET #702169 AND				\$0.00				
4	UNIT #2170, FIXED ASSET 702170				\$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: **\$55,910.00**
 Total: **\$55,910.00**

Approvals:

Mayor: _____ Department Director: _____ Purchasing Manager: _____

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

Dispatch Manager: _____ Utilities Manager: _____ Other: _____

