



# City of Fayetteville, Arkansas

## Text File

File Number: 2014-0444

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**Agenda Date:** 11/6/2014

**Version:** 1

**Status:** Agenda Ready

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:** A. 5

A RESOLUTION TO APPROVE THE PURCHASE OF ONE (1) VOLVO MCT125 SKID STEER LOADER WITH SOIL CONDITIONER FROM HUGG & HALL EQUIPMENT OF SPRINGDALE, ARKANSAS PURSUANT TO THE HOUSTON-GALVESTON AREA COUNCIL CONTRACT IN THE AMOUNT OF \$65,634.00, AND TO APPROVE 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 approves the purchase of one (1) Volvo MCT125 Skid Steer Loader with soil conditioner from Hugg & Hall Equipment of Springdale, Arkansas pursuant to the Houston-Galveston Area Council Contract in the amount of \$65,634.00.

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

City of Fayetteville Staff Review Form

2014-0444

Legistar File ID

11/6/2014

City Council Meeting Date - Agenda Item Only  
 N/A for Non-Agenda Item

Jesse Beeks / Barbara Olsen

10/15/2014

Fleet Operations /  
 Transportation Services Department  
 Division / Department

Submitted By

Submitted Date

Action Recommendation:

A resolution approving the purchase of one Volvo MCT125 one-arm skid steer loader with soil conditioner attachment off the HGAC contract (Houston Galveston Area Council) from Hugg & Hall of Springdale, AR in the amount of \$65,634, and approval of a Budget Adjustment to move funds into the Fleet expense account.

Budget Impact:

9700.1920.5802.00		Shop Fund	
Account Number		Fund	
02076.2014		Backhoes / Loaders	
Project Number		Project Title	
Budgeted Item?	Yes	Current Budget	\$ 417,750.00
		Funds Obligated	\$ -
		Current Balance	\$ 417,750.00
Does item have a cost?	Yes	Item Cost	\$ 65,634.00
Budget Adjustment Attached?	Yes	Budget Adjustment	\$ 10,527.00
		Remaining Budget	\$ 362,643.00

V20140710

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

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

Approval Date: \_\_\_\_\_

Comments: Although the project overall has sufficient funds, this particular item cost was underestimated. The Budget adjustment will move available funds from a prior year with the balance coming from fund balance.



## CITY COUNCIL AGENDA MEMO

### MEETING OF NOVEMBER 6, 2014

**TO:** Mayor and City Council

**THRU:** Terry Gulley, Director of Transportation

**FROM:** Jesse Beeks, Fleet Operations Superintendent

**DATE:** October 15, 2014

**SUBJECT:** Purchase of one Skid Steer loader with soil conditioner for Transportation

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#### RECOMMENDATION:

That City Council approve the purchase of one Volvo MCT125 Skid Steer with 72" soil conditioner from Hugg & Hall Equipment of Springdale, AR off the HGAC contract (Houston-Galveston Area Council) in the amount of \$65,634 for use by Transportation and approval of a budget adjustment to move funds into the Fleet expense account.

#### BACKGROUND:

Unit 658 is a 2005 Bobcat S205 Skid Steer Loader that should have been replaced in 2011 but was pushed back. It is now worn out and needs to be replaced.

#### DISCUSSION:

Transportation wants to try a new design with one arm which makes the unit safer for the operator as it is not necessary to climb over the bucket to get into the cab – there is a door to the cab on the side. A replacement skid steer is available off the HGAC contract (Houston-Galveston Area Council) from Hugg and Hall Equipment of Springdale, AR for a price of \$65,634.

The Equipment Committee approved this purchase at the meeting on Oct. 14, 2014.

#### BUDGET/STAFF IMPACT:

Although sufficient replacement funds have not been collected, Transportation has replacement funds available from the sale of unit #337 (\$7,343) and unit #2051 (\$14,060). When unit 658 sells it should offset the balance of the shortage.

#### Attachments:

Staff Review Form  
Budget Adjustment  
Purchase Order  
Hugg & Hall Quote  
HGAC contract

**City of Fayetteville, Arkansas - Budget Adjustment Form (Legistar)**

<b>Budget Year</b>  2014	<b>Division:</b> Fleet Operations <b>Dept.:</b> Transportation Services <b>Requestor:</b> Barbara Olsen	<b>Adjustment Number</b>
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**BUDGET ADJUSTMENT DESCRIPTION / JUSTIFICATION:**

Unit #658, TRAN\_F021 CIP cost was underestimated by \$36,500. \$25,973 in funds are available from a prior year. The balance of funds are requested from fund balance for the difference. Sufficient funds remain to meet City objectives.

<p>RESOLUTION/ORDINANCE _____</p>	<p>COUNCIL DATE: <u>11/6/2014</u></p> <p>LEGISTAR FILE ID#: <u>2014-0444</u></p> <p style="text-align: center;"><i>Barbara Fell</i> 10/15/2014 3:57 PM</p> <hr/> <p style="text-align: center;">Budget Director <span style="float: right;">Date</span></p> <p>TYPE: _____</p> <p>DESCRIPTION: _____</p> <p>GLDATE: _____</p> <p>POSTED: <u>                    /                    </u></p>
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TOTAL	<u>10,527</u>	<u>10,527</u>					v.20140829
	<u>Increase / (Decrease)</u>		<u>Project.Sub#</u>				
Account Number	Expense	Revenue	Project	Sub	AT	Account Name	
9700.1920.5802.00	36,500	-	02076	2014	EX	Vehicles And Equipment	
9700.1920.5802.00	(25,973)		02076	2013	EX	Vehicles And Equipment	
9700.0970.4999.99	-	10,527			RE	Use of Fund Balance	

<b>City of Fayetteville - Purchase Order Request (PO)</b> (Not a Purchase Order) <b>All PO Requests shall be scanned to the Purchasing e-mail: Purchasing@fayetteville-ar.gov.</b> <b>Purchase shall not be made until an actual PO has been issued.</b>						Requisition No.:	Date:
						10/15/2014	
						P.O Number:	

Vendor #:	5571	Vendor Name:	HUGG & HALL EQUIPMENT	Mail	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Legistar#:</b> <b>2014-0444</b>
Address:				FOB Point:	Taxable	Expected Delivery Date:
City: <b>SPRINGDALE</b>		State: <b>AR</b>		Zip Code:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Requester: Barbara Olsen				Requester's Employee #:		Extension:
				<b>1940</b>		

Item	Description	Quantity	Unit of Issue	Unit Cost	Extended Cost	Account Number	Project.Sub#	Inventory #	Fixed Asset #
1	<b>Volvo MCT125 skid steer per HGAC</b>	1	ea	56,734.00	\$56,734.00	9700.1920.5802.00	02076.2014		
2	contract EM06-13, and with 72"				\$0.00				
3	soil conditioner as specified in	1	ea	8,900.00	\$8,900.00	9700.1920.5802.00	02076.2014		
4	quote. Skid steer to be unit 6008				\$0.00				706008
5	soil conditioner to be unit 6009				\$0.00				706009
6					\$0.00				
7					\$0.00				
8					\$0.00				
9					\$0.00				
10					\$0.00				
*	Shipping/Handling		Lot		\$0.00				

Special Instructions:	Subtotal: <u>          <b>\$65,634.00</b></u>
	Tax: <u>                  <b>\$0.00</b></u>
	Total: <u>                  <b>\$65,634.00</b></u>

Approvals:

Mayor: _____	Department Director: _____	Purchasing Manager: _____
Chief Financial Officer: _____	Budget Director: _____	IT Director: _____
Dispatch Manager: _____	Utilities Manager: _____	Other: _____



**COOPERATIVE PURCHASING PROGRAM**  
 Houston-Galveston Area Council of Governments  
 3555 Timmons, Suite 120, Houston, TX 77027  
 Phone: 800-926-0234 Fax: 713-993-4548  
[www.hgacbuy.org](http://www.hgacbuy.org)

INVITATION TO SUBMIT COMPETITIVE:	<input checked="" type="checkbox"/> <b>BIDS</b>	<input type="checkbox"/> <b>PROPOSALS</b>
INVITATION No.: <b>EM06-13</b>	ISSUE DATE: <b>January 10, 2013</b>	
CATEGORY: <b>Earth Moving Equipment</b>		

**PURPOSE OF THIS INVITATION**

The Cooperative Purchasing Program (HGACBuy) of the Houston-Galveston Area Council of Governments is soliciting offerings for the furnishing of products/services as described herein. These products/services may be purchased by any of more than 5,400 member local governments, districts, agencies in 44 states across the nation.

Responses must be submitted in an original and one (1) copy, and shall be subject to the terms, conditions, requirements and specifications detailed in the documents comprising this Invitation. Responses are scheduled to be opened publicly at **H-GAC** offices on the date indicated. For Bid Invitations, responses will be available for public review until 4:00 p.m. CT that day, and on subsequent days by appointment only. Any Responses submitted later than 1:00 p.m. on the due date will be returned unopened to the bidder/proposer.

**PROCUREMENT SCHEDULE & DETAILS**

<b>DRAFT SPECIFICATION / INVITATION:</b>	November 07, 2012
<b>PRE-BID/PROPOSAL CONFERENCE:</b>	December 06, 2012 @ 9:00 a.m. CT; Conference Room B
<b>FINAL SPECIFICATION / INVITATION:</b>	January 10, 2013
<b>BID/PROPOSAL RESPONSES DUE:</b>	February 12, 2013 @ 1:00 p.m. CT; H-GAC Clock
<b>PUBLIC RESPONSE OPENING:</b>	February 12, 2013 @ 2:00 p.m. CT; Conference Room C 2 <sup>nd</sup> floor
<b>RECOMMENDATIONS TO BOARD:</b>	April 16, 2013
<b>CONTRACT START DATE &amp; TERM:</b>	June 01, 2013 through May 31, 2015
The documents comprising this Invitation are available via web download at: <a href="https://www.hgacbuy.org/bids/">https://www.hgacbuy.org/bids/</a>	
For assistance regarding this Invitation, please contact:	
Name: <b>Brian Denzel</b>	Phone: <b>832-681-2554</b> E-mail: <b>bdenzel@h-gac.com</b>

**CONTENTS OF THIS INVITATION**

- SECTION A** - General Terms & Conditions
- SECTION B** - Product/Service Specific Requirements & Specifications (Final)
- SECTION C** - HGACBuy *FORMS* (Final)
- SECTION D** - Pro-Forma (Sample) Contract

**This procurement conforms to government requirements for Competitive Procurement.**

<b>HGACBuy</b>	<b>CONTRACT PRICING WORKSHEET</b> For Catalog & Price Sheet Type Purchases	Contract No.: <b>EM06-13</b>	Date Prepared:
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**This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents MUST be e-mailed to lawanda.james@h-gac.com. Therefore please type or print legibly.**

Buying Agency: City of Fayetteville Contact Person: Jesse Becks Phone: 479-444-3494 Fax: 479-444-3425 Email: jbecks@fayetteville-ar.gov	Contractor: Hugg & Hall Equipment Prepared By: Randy Moss Phone: 479-361-1262 Fax: 479-361-1045 Email 1: randym@huggahall.com Email 2: Please also send order confirmations to kathy.tedone@consultant.volvo.com
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Catalog / Price Sheet Name:	49H - Volvo Pricing Catalog: Skid Steer Loaders
General Description of Product:	Skid Steer

**A. Catalog / Price Sheet Items being purchased - Itemize Below - Attach Additional Sheet If Necessary**

Quan	Description	Unit Pr	Total
1	Volvo MCT125	\$53,634	\$53,634
	MCT125C		
<b>Subtotal A:</b>			<b>\$53,634</b>

**B. Unpublished Options, Accessory or Service items - Itemize Below - Attach Additional Sheet If Necessary**  
 (Note: Unpublished Items are any which were not submitted and priced in contractor's bid.)

Quan	Description	Unit Pr	Total
1	72" Soil Conditioner high flow with Hydraulic angle	\$8,900	\$8,900
1			\$0
1			\$0
1			\$0
<b>Total From Other Sheets, If Any:</b>			
<b>Subtotal B:</b>			<b>\$8,900</b>

Check: Total cost of Unpublished Options (B) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B).	For this transaction the percentage is:	17%
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**C. Total Cost before any other applicable Charges, Trade-Ins, Allowances, Discounts, Etc. (A+B)**      **\$62,534**

**D. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges**

Freight	\$1,950	
PDI	\$500	
7-Pin Attachment Connector (Dealer Installed)	\$650	
	\$0	
	\$0	
<b>Subtotal D:</b>		<b>\$3,100</b>

<b>Delivery Date:</b>	<b>E. Total Purchase Price (A+B+C):</b>	<b>\$65,634</b>
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