



**CITY OF PLANO
COUNCIL AGENDA ITEM**

CITY SECRETARY'S USE ONLY				
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory				
Council Meeting Date:		3/25/13		
Department:		Purchasing		
Department Head		Diane Palmer-Boeck		
Agenda Coordinator (include phone #): Earl Whitaker x7074				
CAPTION				
Bid No. 2013-127-B for the purchase of one (1) Ford F-450 Utility Truck from Sam Pack's Five Star Ford of Carrollton in the amount of \$61,899, for Fleet Services, to be utilized by Utility District #2, and authorizing the City Manager to execute all necessary documents.				
FINANCIAL SUMMARY				
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP				
FISCAL YEAR: 2012-13	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget	0	52,000	0	52,000
Encumbered/Expended Amount	0	0	0	0
This Item	0	-61,899	0	-61,899
BALANCE	0	-9,899	0	-9,899
FUND(S): EQUIPMENT REPLACEMENT FUND				
<p>COMMENTS: Funds in the amount of \$52,000 were included in the FY 2011-12 Adopted Budget to purchase (1) Ford F-450 Utility Truck for the scheduled replacement of unit #03321, Cost Center #763/Utility District #2. However, this item was not purchased in FY 2011-12 and thus, funding was carried-forward to FY 2012-13. The additional funds of \$9,899 needed for this purchase are available from savings in other Equipment Replacement Fund purchases.</p> <p>STRATEGIC PLAN GOAL: Providing a Ford F-450 Utility Truck for the City's Fleet Services Department relates to the City's Goal of a Financially Strong City with Service Excellence.</p>				
SUMMARY OF ITEM				
Staff recommends the bid of Sam Pack's Five Star Ford of Carrollton in the amount of \$61,899, be accepted as the lowest responsive, responsible bid, and conditioned upon timely execution of any necessary contract documents. This purchase is for the Fleet Department to be utilized by Utility District #2 (2013-127-B).				
List of Supporting Documents: Award Memo, Bid Recap			Other Departments, Boards, Commissions or Agencies NA	



MEMORANDUM

Date: March 5, 2013
To: Bruce D. Glasscock, City Manager
From: Reid Choate, Fleet Manager
Subject: Utility Truck Purchase Recommendation

Fleet Services has reviewed all bids received on City of Plano Bid #2013-127-B and is recommending to purchase one (1) Ford F-450 Utility Truck from Sam Pack's Five Star Ford of Carrollton, the lowest responsive, responsible bidder, in the amount of \$61,899.00. The apparent low bid from Randall Reed's Prestige Ford was deemed non-responsive to the Warranty requirements of the specification.

This vehicle is for the scheduled replacement of unit 03321 in Cost Center 763/Utility District #2, approved in the FY11-12 Equipment Replacement Fund, carried over to FY12-13. Due to the age and mileage, Fleet Services recommends this unit be replaced. If this vehicle is not replaced, we can expect higher maintenance cost and down time effecting the Public Works departments ability to perform their duties of maintaining the City' infrastructure.

Feel free to contact me if you have any questions at extension 4182.

CITY OF PLANO

BID NO. 2013-127-B

1 ½ Ton Extended Cab Utility Body DRW W/Crane & PTO Pump
BID RECAP

Bid opening Date/Time: February 19, 2013 @ 2:00 pm

Number of Vendors Notified: 322

Vendors Submitting "No Bids": 0

Number of Bids Submitted Non-Responsive: 2

Number of Bids Submitted: 4

Sam Pack's Five Star Ford of Carrollton	\$ 61,899.00
Caldwell Country Ford	\$ 62,058.00
Sam Pack's Five Star Ford of Carrollton	\$ 63,277.00 (Alt 1)
Sam Pack's Five Star Ford of Carrollton	\$ 65,146.00 (Alt 2)

Recommended Vendor:

Sam Pack's Five Star Ford of Carrollton	\$ 61,899.00
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Earl S. Whitaker

Earl S. Whitaker
Buyer Supervisor

March 12, 2013

Date