



**CITY OF PLANO  
COUNCIL AGENDA ITEM**

<b>CITY SECRETARY'S USE ONLY</b>				
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory				
Council Meeting Date:		4/9/12		
Department:		Purchasing		
Department Head		Diane Palmer-Boeck		
Agenda Coordinator (include phone #): <b>Earl Whitaker x7074</b>				
<b>CAPTION</b>				
Bid No. 2012-51-B for the purchase of two (2) Self-Unloading Belt Trailers for Fleet Services to be utilized by Compost Operations from Trinity Trailer Sales Inc. in the amount of \$171,000 and authorizing the City Manager to execute all necessary documents.				
<b>FINANCIAL SUMMARY</b>				
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP				
FISCAL YEAR:	2011-12	Prior Year (CIP Only)	Current Year	Future Years
		0	144,007	0
Budget				<b>144,007</b>
Encumbered/Expended Amount		0	0	0
This Item		0	-171,000	0
BALANCE		0	-26,993	0
<b>FUND(s):     EQUIPMENT REPLACEMENT FUND</b>				
<p><b>COMMENTS:</b> Funds are included in the FY 2011-12 Adopted Budget to purchase two (2) Self-Unloading Belt Trailers for the scheduled replacement of unit #04553 Cost Center #714/Compost Operations and the second trailer is a new addition to the fleet in Cost Center 714/Compost Operations. The additional funds of (\$26,993) needed for the purchase of the Self-Unloading Belt Trailers will be funded from Cost Center 714/Compost Operations Fund.</p> <p><b>STRATEGIC PLAN GOAL:</b> Providing two (2) Self-Unloading Belt Trailers for the City's Compost Operations Department relates to the City's Goal of a Financially Strong City with Service Excellence.</p>				
<b>SUMMARY OF ITEM</b>				
Staff recommends the bid of Trinity Trailer Sales Inc. in the amount of \$171,000 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 Compost Operations.				
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies	
Award Memo, Bid Recap			NA	



Date: March 6, 2012  
To: Bruce D. Glasscock, City Manager  
From: Reid Choate, Fleet Manager  
Subject: **Truck/Tractor Purchase Recommendation**

Fleet Services has reviewed all bids received on City of Plano Bid # 2012-51-B and recommends purchasing, two (2), Self-Unloading Belt Trailers, in the amount of \$171,000 from Trinity Trailer Sales Inc., the lowest responsible, responsive bidder, and meeting the specifications.

One trailer will be for the replacement of unit 04553 in Cost Center 714/Compost Operations in the approved FY11-12 Equipment Replacement Fund. Due to the age and maintenance cost, Fleet Services recommends this unit be replaced. If this unit is not replaced we will see an increase in the maintenance and overall operating cost.

The second trailer is a new addition to the fleet in Cost Center 714/Compost Operations, approved FY11-12 Budget. The department needs an additional tractor trailer in order to provide sufficient back-up capacity to front-line fleet and to relieve the urgency associated with existing maintenance requests.

The composting operation does not have a back-up tractor or trailer unit. A retained unit is actually being used as a front-line unit. Heavy duty axles meet specs of existing fleet and prevent equipment damage on off road delivery sites. A Drop axle prevents wear on tires when not hauling heavy loads.

Contractual obligations with North Texas Municipal Water District require that no more than 500cy of ground material remain at the Custer Road Grind site at any given time. Adding a foot to the sides of the trailer will allow more material to be moved with each haul in order to meet NTMWD contractual obligations. Not adding this piece of equipment to the fleet will result in increased overtime hours worked to meet hauling demands, poor customer service resulting in lost revenue and will result in employees being pulled from 121 Regional composting facility in order to haul more loads preventing processing and harvesting of windrows and resulting in lack of finished and saleable soil amendment products.

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

CITY OF PLANO

BID NO. 2012-51-B  
Self Unloading Belt Trailer  
BID RECAP

---

---

**Bid opening Date/Time:** January 31, 2012 @ 2:00 pm

**Number of Vendors Notified:** 516

**Vendors Submitting "No Bids":** 0

**Number of Bids Submitted:** 1

Trinity Trailer Sales Inc.

\$171,000.00

**Recommended Vendor:**

Trinity Trailer Sales Inc.

\$171,000.00

*Earl S. Whitaker*

*March 23, 2012*

\_\_\_\_\_  
Earl S. Whitaker  
Buyer Supervisor

\_\_\_\_\_  
Date