



**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:		5/23/16		
Department:		Public Works		
Department Head		Gerald Cosgrove		
Agenda Coordinator (include phone #): <b>Lincoln Thompson (Ext. 7376)</b>				
<b>CAPTION</b>				
Bid No. 2016-316-B for the purchase of two (2) Eagle Bridge belted trailers for Fleet Services to be utilized by Compost Operations from Trinity Trailer Sales and Service, Inc., in the amount of \$179,600 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: <b>2015-16</b>	<b>Prior Year (CIP Only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Budget	0	176,000	0	<b>176,000</b>
Encumbered/Expended Amount	0	0	0	<b>0</b>
This Item	0	-179,600	0	<b>-179,600</b>
BALANCE	0	-3,600	0	<b>-3,600</b>
<b>FUND(S):    EQUIPMENT REPLACEMENT FUND</b>				
<p><b>COMMENTS:</b> Funds are available in the FY 2015-16 Adopted Budget to purchase two (2) Eagle Bridge belted trailers for the scheduled replacement of unit #05555 and #06551 in Cost Center #714/Compost Operations. The additional funds of \$3,600 needed for this purchase are available from savings in other Equipment Replacement Fund purchases.</p> <p><b>STRATEGIC PLAN GOAL:</b> Providing two (2) Eagle Bridge belted trailers for Fleet Services relates to the City's Goal of a Financially Strong City with Service Excellence.</p>				
<b>SUMMARY OF ITEM</b>				
See Recommendation Memo.				
List of Supporting Documents: Recommendation Memo Bid Recap		Other Departments, Boards, Commissions or Agencies NA		

**Date:** May 5, 2016

**To:** Bruce D. Glasscock, City Manager

**From:** Reid Choate, Fleet Manager

**Subject:** Belted Trailer Purchase Recommendation

It is the recommendation of Fleet Services to purchase two (2) Eagle Bridge belted trailers in the amount of \$179,600.00 from Trinity Trailer Sales and Service, Inc., the lowest responsive, responsible bidder from Bid No. 2016-316-B.

These items are for the replacements of 05555 and 06551 in Cost Center 714/Compost Operations. Due to operational demands it is necessary to purchase trailers at this time.

These trailers serve (3) main purposes for the Compost Marketing Operation.

1. The trailers are used to remove and haul ground feedstock material from the Custer Road grind site to the compost processing field at the 121 Regional Compost Facility located on the NTMWD landfill in Melissa, Texas. Failure to add this equipment to the fleet will result in a violation of the NTMWD and five member cities Inter-local Agreement which clearly stipulates yardage may not exceed 1000 cubic yards of ground material on site.
2. The trailers are used to generate revenue by delivering product to commercial customers. Failure to add this equipment to the fleet will result in significant impact to revenues as trailers are needed to deliver loads of Texas Pure compost to commercial development customers.
3. The trailers are used to restock saleable retail products at the Custer Road facility. Failure to add this equipment to the fleet will result in impact to Customer Service and Residential Sales. Saleable product is delivered to the Retail Store located on Custer and Ridgeview for residential purchases and for small local businesses to pick up for neighborhood jobs.

Since 2012 there has been a delay in the purchasing of equipment while awaiting the new district and member city agreement finalization. This has resulted in several operational and procurement setbacks. Now that the Regional Inter-local Agreement has been accepted, it is now time to finalize purchasing long needed equipment for the compost operation.

Equipment replacement is analyzed based on age, usage, maintenance cost, and re-sale value in determining the need for replacement. If these units are not replaced, we will incur additional maintenance cost and salvage value will greatly be depreciated.

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

**CITY OF PLANO  
BID NO. 2016-316-B  
Two (2) Self-unloading Belt Trailers  
BID RECAP**

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**Bid Opening Date/Time:** April 27, 2016 @ 3:00 pm

**Number of Vendors Notified:** 1,719

**Vendors Submitting "No Bids":** 1

**Bids Deemed Nonresponsive:** 0

**Number of Bids Submitted:** 1

Trinity Trailer Sales and Service, Inc. \$ 179,600.00

**Recommended Vendor:**

Trinity Trailer Sales and Service, Inc. \$ 179,600.00

*Lincoln Thompson*

Lincoln Thompson  
Senior Buyer

*April 28, 2016*

Date