



**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:		7/25/11		
Department:		Purchasing/Fleet		
Department Head		Diane Palmer-Boeck/Reid Choate		
Agenda Coordinator (include phone #): Earl Whitaker x7074				
CAPTION				
Bid No. 2011-174-B for the purchase of ten (10) Utility Body Trucks 3/4 Ton & 1 Ton for Fleet Services to be utilized by Municipal Drainage, Pumping Operations, Park Support Services, Utility District #2, Meter Services, Utility Cut Services, & Sport Turf Maintenance from Reliable Chevrolet in the amount of \$293,551 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: 2010-11	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget	0	381,000	0	381,000
Encumbered/Expended Amount	0	0	0	0
This Item	0	-293,551	0	-293,551
BALANCE	0	87,449	0	87,449
FUND(s): EQUIPMENT REPLACEMENT FUND				
COMMENTS: Funds are included in the FY 2010-11 Adopted Budget to purchase ten (10) Utility Trucks: unit #04303 in Municipal Drainage; unit #03323 in Pumping Operations; unit #03305 in Park Support Services; units #01336, #03326, and #04315 in Utility District #2; units #02319 and #00364 in Meter Services; unit #03307 in Utility Cut Services; and unit #00367 in Sports Turf Maintenance.				
STRATEGIC PLAN GOAL: Providing Utility Trucks for the City's fleet relates to the City's Goal of a Financially Strong City with Service Excellence.				
SUMMARY OF ITEM				
Staff recommends the bid of Reliable Chevrolet in the amount of \$293,551 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 Municipal Drainage, Pumping Operations, Park Support Services, Utility District #2, Meter Services, Utility Cut Services, Sport Turf Maintenance (2011-174-B).				
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies	
Award Memo, Bid Recap			N/A	



MEMORANDUM

Date: June 15, 2011
To: Bruce D. Glasscock, City Manager
From: Reid Choate, Fleet Manager
Subject: **FY 10-11 Utility Body Truck Purchase Recommendation**

After review of all bids received on City of Plano Bid #2011-174-B it is the recommendation of Fleet Services to purchase all line items from Reliable Chevrolet, the lowest responsive, responsible bidder meeting specifications, in the amount of \$293,551.00.

These vehicles are for the replacement of the following vehicles:

Item 1 Replaces unit 04303 in Cost Center 471/Municipal Drainage.

Drainage vehicle used to transport crew and miscellaneous hand tools and other small mechanized equipment to and from jobsites. We are requesting this vehicle to be downgraded from a 1 ton vehicle to a ¾ ton vehicle. We also don't need the double cab on the vehicle, a cab and a half is adequate in this case.

Item 2 Replaces unit 03323 in Cost Center 764/Pumping Facilities.

Pumping Facilities crew truck used for carrying tools, supplies, and personnel to various water pump stations, water towers, and wastewater lift stations performing work and maintenance which must be completed on a daily basis.

Item 3 Replaces unit 03305 in Cost Center 643/Park Support Services.

Unit 03305 is assigned to one of (2) 643/Park Support, Electrical Technicians. This vehicle is used daily in servicing, maintaining and supporting park electrical needs citywide. Park Support Electrical Technicians perform routine electrical inspections, maintenance and repairs on park fixtures & assets throughout the park system. Responsibilities of this position using unit number 03305 include but are not limited to the following:

- Electrical support and maintenance of ALL athletic sites including sports lighting, security & parking lighting, shelter electrical, concession electrical, restroom electrical, pool recirculation pump & safety systems electrical, irrigation pump & controller electrical, and pond & aeration electrical
- Site safety electrical inspections
- Site operational electrical inspections
- Site event electrical inspections
- Special event support during and after hours (amphitheater, Balloon Fest, Dickens)
- Investigate and respond to citizen service requests
- Investigate and respond to other department service request
- Response to weather related events

- Various other activities related to park support and maintenance

If unit 03305 is not replaced or no longer available as part of Park Support's rolling stock inventory, all of the above requirements and responsibilities would be affected significantly. Park Support staff has responsibilities at all neighborhood parks, community parks, athletic sites, greenbelts and linear parks citywide. A reduction in rolling stock inventory would result in the following:

- Delays in scheduled park site condition and safety inspection
- Delays in repairs and replacements of park assets
- Delays in response to citizen service requests
- Delays in response to other department service requests
- Delays in response to weather related events

Item 4 Replaces unit 01336 in Cost Center 763/Utility District #2.

This truck is a crew truck used daily (24/7) for the operation and transport of crews, equipment, tools, and materials during the maintenance, operation, and emergency response for our City's water and wastewater infrastructure. If any are not replaced, our production and emergency response would suffer due to not being able to get the crews and necessary equipment to a job site in a timely manner.

Item 5 Replaces unit 03326 in Cost Center 763/Utility District #2.

This truck is a crew truck used daily (24/7) for the operation and transport of crews, equipment, tools, and materials during the maintenance, operation, and emergency response for our City's water and wastewater infrastructure. If any are not replaced, our production and emergency response would suffer due to not being able to get the crews and necessary equipment to a job site in a timely manner.

Item 6 Replaces unit 04315 in Cost Center 763/Utility District #2.

This truck is a crew truck used daily (24/7) for the operation and transport of crews, equipment, tools, and materials during the maintenance, operation, and emergency response for our City's water and wastewater infrastructure. If any are not replaced, our production and emergency response would suffer due to not being able to get the crews and necessary equipment to a job site in a timely manner.

Item 7 Replaces unit 02319 in Cost Center 765/Meter Services.

This truck is a crew truck used daily (24/7) for the operation and transport of crews, equipment, tools, and materials during the maintenance, operation, and emergency response for our City's water and wastewater infrastructure. If any are not replaced, our production and emergency response would suffer due to not being able to get the crews and necessary equipment to a job site in a timely manner.

Item 8 Replaces unit 00364 in Cost Center 765/Meter Services.

This truck is a crew truck used daily (24/7) for the operation and transport of crews, equipment, tools, and materials during the maintenance, operation, and emergency response for our City's water and wastewater infrastructure. If any are not replaced, our production and emergency response would suffer due to not being able to get the crews and necessary equipment to a job site in a timely manner.

Item 9 Replaces unit 03307 in Cost Center 767/Utility Cut Services.

This truck is a crew truck used daily (24/7) for the operation and transport of crews, equipment, tools, and materials during the maintenance, operation, and emergency response for our City's water and wastewater infrastructure. If any are not replaced, our production and emergency response would suffer due to not being able to get the crews and necessary equipment to a job site in a timely manner.

Item 10 Replaces unit 00367 in Cost Center 647/Sports Turf Maintenance.

Unit #00367 is a 1-ton truck with a utility body. This truck is used exclusively by one of the three Irrigation Technician positions in dept. 647. There are over 400 acres of irrigated turf located at 16 sites in the athletic inventory. Each of the three Irrigation Technicians is responsible for maintaining over 100 acres of irrigation system. Due to the large open areas of turf associated with athletic fields, all of the components of athletic irrigation system are larger and more complex than a public building, median, or a neighborhood park. Each Irrigation Technician must carry an inventory of parts, supplies, and tools with him at all times in order to make the necessary repair or trouble shoot.

There is not another vehicle available to replace this unit. Irrigation repairs would not be addressed, which would lead to poor turf quality which will create poor and unsafe playing surfaces for athletic field users.

All items are scheduled replacements in the approved FY10-11 Equipment Replacement Fund. Equipment replacement is analyzed based of age, mileage, maintenance cost and re-sale value in determining the need for replacement. The above trucks are from 6-11 years old and all above 100,000 miles. History tells us when the age of vehicles reaches 6 years and the mileage is greater than 100,000 miles the cost for maintenance increases greatly. Fleet Services recommendation is based on the Equipment Replacement criteria for these types of vehicles.

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

CITY OF PLANO

BID NO. 2011-174-B
Utility Body Trucks ¾ Ton & 1 Ton

BID RECAP

Bid opening Date/Time: May 20, 2011 @ 3:30 pm

Number of Vendors Notified: 440

Vendors Submitting "No Bids": 0

Number of Bids Submitted Responsive to Bid: 4

Reliable Chevrolet	\$293,551.00
Sam Pack's Five Star Ford of Carrollton	\$295,390.00
Baby Jack II Automotive (Caldwell Country Chevrolet)	\$296,863.00
Randall Reeds Prestige	\$302,350.00

Recommended Vendor:

Reliable Chevrolet	\$293,551.00
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Earl S. Whitaker

Earl S. Whitaker
Buyer II

June 20, 2011

Date