



**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:		9/24/12		
Department:		Purchasing		
Department Head		Diane Palmer-Boeck		
Agenda Coordinator (include phone #): Earl S. Whitaker x7074				
CAPTION				
Bid No. 2012-288-B for the purchase of two (2) Trucks from Caldwell Country Automotive in the amount of \$65,176, for Fleet Services, to be utilized by Special Waste, 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: 2011-12	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget	0	69,500	0	69,500
Encumbered/Expended Amount	0	0	0	0
This Item	0	-65,176	0	-65,176
BALANCE	0	4,324	0	4,324
FUND(s): EQUIPMENT REPLACEMENT FUND, SUSTAINABILITY & ENVIRONMENTAL SERVICES FUND				
<p>COMMENTS: Funds in the amount of \$69,500 are included in the FY 2011-12 Adopted Budget to purchase Two (2) 3/4-Ton Extended Cab Trucks with Litter Cage Bodies for the scheduled replacement of unit #02313 Cost Center #751/Special Waste, and a new addition to the same Cost Center. The remaining balance of \$4,324 will be used for other equipment replacement purchases.</p> <p>STRATEGIC PLAN GOAL: Providing 3/4-Ton Extended Cab Trucks w/Litter Cage Bodies 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 Caldwell Country Automotive in the amount of \$65,176, 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 Special Waste (2012-288-B).				
List of Supporting Documents: Award Memo, Bid Recap			Other Departments, Boards, Commissions or Agencies NA	



MEMORANDUM

Date: September 6, 2012,
To: Bruce D. Glasscock, City Manager
From: Reid Choate, Fleet Manager
Subject: **FY 11-12 MROW Cage Truck Purchase Recommendation**

After review of all bids received on City of Plano Bid #2012-288-B it is the recommendation of Fleet Services to award to Caldwell Country Automotive, the lowest responsive, responsible bidder meeting specifications, in the amount of \$65,176.00.

One of these units is for the scheduled replacement of unit 02313 in Cost Center 751/Special Waste.

The scheduled replacement is in the approved FY11-12 Equipment Replacement Fund. Equipment replacement is analyzed based on age, mileage, maintenance cost and re-sale value in determining the need for replacement. Fleet Services recommendation is based on the Equipment Replacement criteria for these types of vehicles. If these vehicles are not replaced we will incur additional maintenance cost and salvage value will greatly be depreciated.

The second unit is for a new addition in Cost Center Cost Center 751/Special Waste as approved by Deputy City Manager, Frank Turner.

Through the use of these two (2) extended-cab cage trucks, the Keep Plano Beautiful Median Right of Way (MROW) crews provides vital services as a part of helping to keep Plano looking clean and free of litter and debris along our major thoroughfares. In addition, to the litter collections, they:

- Provide the Downtown Plano merchants along the north side of 15th Street trash and recycling collection services,
- Respond to emergency calls of debris in roadways, illegal dumping and emergency residential evictions,
- Respond to residential collection vehicle hydraulic spills,
- Service the 196 MROW litter bins at specific major intersection areas, and
- Additional related activities that occur from time to time.

If these two units are not approved for purchase, it would lead to a direct impact to Plano's community appearance with litter and debris, the serviced Downtown merchants and our current level of residential services and operational protocols. Specifically there would be:

- Increase in cost due to high maintenance costs associated with existing aging units
- Increase in traffic accidents due to debris in roadways

- Increase in cost and possible environmental violations due to illegal dumping and emergency residential evictions
- Decrease in service level provided and increase in residential complaints due to delay in cleaning up hydraulic hoses failures
- Decrease in support to operational issues from other City departments

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

CITY OF PLANO

BID NO. 2012-288-B

¾ Ton LWB Crew Cab Pick-Up W/Flat Bed Caged Dump Body
BID RECAP

Bid opening Date/Time: August 24, 2012 @ 3:00 pm

Number of Vendors Notified: 620

Vendors Submitting "No Bids": 0

Number of Bids Submitted: 1

Caldwell Country Automotive

\$ 65,176.00

Recommended Vendor:

Caldwell Country Automotive

\$ 65,176.00

Earl S. Whitaker

Earl S. Whitaker
Buyer Supervisor

September 6, 2012

Date