



**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

To approve the purchase of six (6) Pick-Up Trucks for Fleet Services to be utilized by Ground Maintenance, Compost Operations, Utility Maintenance, Backflow Operations, & Police, in the amount of \$133,326 from Caldwell Country Automotive through an existing contract/agreement with TASB/BuyBoard, and authorizing the City Manager to execute all necessary documents. (TASB/BuyBoard Contract #358-10)

FINANCIAL SUMMARY

NOT APPLICABLE OPERATING EXPENSE REVENUE CIP

FISCAL YEAR: 2011-12	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget	0	135,500	0	135,500
Encumbered/Expended Amount	0	0	0	0
This Item	0	-133,326	0	-133,326
BALANCE	0	2,174	0	2,174

FUND(s): EQUIPMENT REPLACEMENT FUND

COMMENTS: Funds are included in the FY 2011-12 Budget to purchase Six (6) Pick-Up Trucks, from Caldwell Country Automotive for the scheduled replacements of units #02316, #00325, #02317, #08309, #08313. One un-scheduled replacement is for unit #02300. Remaining balance will be used for other Equipment Replacement purchases.

STRATEGIC PLAN GOAL: Providing replacement Pick-Up Trucks for the City's Fleet Services Department relates to the City's goal of Financially Strong City with Service Excellence.

SUMMARY OF ITEM

Staff recommends the purchase of six (6) Pick-Up Trucks for Fleet Services to be utilized by Ground Maintenance, Compost Operations, Utility Maintenance, Backflow Operations, & Police in the amount of \$133,326 from Caldwell Country Automotive through an existing contract/agreement with TASB/BuyBoard. The City is authorized to purchase from a Local Cooperative Organization pursuant to Chapter 271 subchapter F of the Local Government Code and by doing so satisfies any State Law requiring local governments to seek competitive bids for items. (TASB/BuyBoard Contract #358-10 / City of Plano Internal Contract No. 2012-272-B)



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List of Supporting Documents: Award Memo, Bid Recap	Other Departments, Boards, Commissions or Agencies NA



MEMORANDUM

Date: September 7, 2012
To: Bruce D. Glasscock, City Manager
From: Reid Choate, Fleet Manager
Subject: FY 11-12 Pick-Up Purchase Recommendation

After review of all bids received on City of Plano Bid #2012-272-B and obtaining pricing from Cooperative Purchasing Contracts it is the recommendation of Fleet Services to award line items to Caldwell Country Automotive, in the amount of \$133,326.00 from the TASB/BuyBoard Contract #358-10. By searching the Cooperative Contracts we were able to purchase the units less than quoted on our bid Invitation.

These vehicles are for the replacement of the following vehicles:

- Item 1 Replacement of unit 02300 in Cost Center 648/Ground Maintenance District #2.
- Item 2 Replacement of unit 02316 in Cost Center 714/Compost Operations.
- Item 3 Replacement of unit 00325 in Cost Center 761/ Utility Maintenance.
- Item 4 Replacement of unit 02317 in Cost Center 769/Backflow Operations.
- Item 5 Replacement of unit 08309 in Cost Center 532/Police.
- Item 6 Replacement of unit 08313 in Cost Center 532/Police.

Item 1 is an un-scheduled replacement due to the need of major repairs and deemed not cost effective to repair due to age and mileage. All other items are scheduled replacements in the approved FY11-12 Equipment Replacement Fund. Equipment replacement is analyzed based of 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. In addition the user departments will be limited in their ability to perform their duties to the City's infrastructure and public safety.

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

CITY OF PLANO

BID NO. 2012-272-B
¾ Ton and ½ Ton Pick Up Trucks
BID RECAP

Bid opening Date/Time: 8/20/2012 @ 2:00 pm

Number of Vendors Notified: 810

Vendors Submitting “No Bids”: 0

Number of Bids Submitted: 2

Bids:

Caldwell Country Automotive \$ 134,543.00

Reliable Chevrolet \$ 135,895.33

Cooperative Contract Bids:

Caldwell Country Automotive \$133,326.00

Reliable Chevrolet \$133,333.00

Recommended Vendor:

Caldwell Country Automotive
(Cooperative Contract Bid) \$133,326.00

Earl S. Whitaker

Earl S. Whitaker
Buyer Supervisor

September 6, 2012

Date