



MEMORANDUM

To: Mayor and City Council

From: Casey McCaughan, Fleet Services Manager
Mike Garza, P.E., Director of Public Works

Date: July 14th, 2026

Reference: Consider approval to purchase three (3) vehicles from Caldwell Country Ford through BuyBoard #724-23; for replacement of existing vehicles, as provided for in the Capital Replacement Fund, in the amount of \$150,733.00; and authorizing the Mayor/City Manager to sign.

2040: Sustainable Government

Introduction:

The purpose of this agenda item is to seek approval from Council for purchase of three (3) vehicles through BuyBoard # 724-23 Caldwell Country Ford for replacement of existing police vehicles.

Background:

To operate a clean, efficient, and reliable fleet, Public Works sets an initial life expectancy on all vehicles & equipment introduced into the fleet. During its service life, each vehicle & piece of equipment is subject to close monitoring of availability, operating cost, accumulated miles/hours, condition, obsolescence, and the ability to perform required tasks. The vehicles being replaced have reached the end of useful service life and it has been determined that replacement is necessary.

The Buy Board is a national purchasing cooperative that offers access to competitively bid purchasing contracts. All purchasing cooperative contracts meet the procurement requirements of the State of Texas. This purchasing cooperative conducts the required procurement bid/RFP/RFQ process for the services/contracts that are available to its members (members are generally governments, schools, and non-profits). Their process mirrors what the City would do if we were to conduct all the legwork to procure bids for this project- advertising, official opening, evaluation/scoring of submittals, and Board approval by the purchasing cooperative board. Utilizing a purchasing cooperative ensures competitive pricing and provides increased efficiency to the procurement process. There are several cooperatives/buy boards the City utilizes for varying services and projects.

Benefit to the Community:

These police vehicles are essential pieces of equipment used by the Police Department to perform their daily duties as they work to improve and maintain public safety in our community.

Legal Review:

The Procurement Division has reviewed the documents and determined that this is an appropriate method of contracting with the vendor.

Fiscal Impact:

The fiscal impact of this Agenda Item is \$150,733.00 as provided for in the Capital Replacement Fund.

Recommendation:

The Public Works Department recommends approval of this purchase.