



MEMORANDUM

To: Mayor and City Council

From: Ken Griffin, P.E., Director of Public Works

Date: December 12, 2017

Reference: Consider approving the acquisition of two replacement vehicles for Parks and the acquisition of three new vehicles for Public Works – Engineering (2), Public Works – Fleet Services (1) in the amount of \$197,955.00 from Caldwell Chevrolet utilizing contract pricing through BuyBoard no. 521-16, as budgeted, and authorizing the City Manager to sign any necessary documents.

2030: Sustainable City Government: Excellent and Well-Maintained City Infrastructure and Facilities

General Information:

- Vehicles to be replaced have reached the end of their service life.
- Vehicle additions designed to enhance service delivery to our Community.
- Funding is included in the FY 2017-18 for these purchases.
- Contract pricing obtained through BuyBoard cooperative purchasing program.
- BuyBoard Contract No. 521-16.

Introduction:

In an effort to operate a clean, efficient and reliable fleet, Fleet Services sets an initial life expectancy on all vehicles and equipment introduced into the fleet. During its service life, each vehicle and piece of equipment is subject to close monitoring of unit availability, operating cost, accumulated miles/hours, condition, obsolescence and the ability to perform required tasks. Replacements are based on the results of those observations.

Analysis:

The vehicles being replaced have reached the point in their service life where it has been determined that replacement is prudent. To reduce downtime, maximize efficiency and productivity and provide a solid platform from which to operate, the vehicles have been carefully selected with Fleet Services and the using department working closely together.

Additions to the City's fleet have been approved in an effort to provide enhanced service delivery to our Community. Consequences of not funding these purchases include decreased vehicle availability, increased operating costs and reduced service levels to our internal customers and to the Community.

Legal Review:

Agenda item did not require legal review

Fiscal Impact:

The fiscal impact of this Agenda item is \$197,955.00

Recommendation:

The Fleet Services Division of the Public Works Department recommends approval.