



MEMORANDUM

To: Mayor and City Council

From: Kent Collins, P.E., Interim Director of Public Works

Date: April 10th, 2018

Reference: Consider approval for the purchase of one replacement vehicle for the Public Works Department; in the amount of \$50,869.00; from Caldwell Country 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:

- Vehicle to be replaced has reached the end of it's service life.
- Vehicle replacement designed to enhance service delivery to our Community.
- Funding is included in the FY 2017-18 for this purchase.
- 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 vehicle being replaced has reached the point in its service life where it has been determined that replacement is prudent. To reduce downtime, maximize efficiency, increase productivity and provide a solid platform from which to operate, this vehicle have been carefully selected with Fleet Services and the using department working closely together.

Replacements to the City's fleet have been approved in an effort to provide enhanced service delivery to our Community. Consequences of not funding this purchase 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 \$50,869.00

Recommendation:

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