



City Council
Agenda Memo

TO: David A. Vela, Interim City Manager **City Council Meeting Date:** 01/22/2015
FROM: Mindy Patterson, Director of Finance
SUBJECT: Award of Bid – One Ton Utility Trucks

GENERAL INFORMATION

Fleet Management seeks approval to purchase two one ton utility trucks. One unit is to replace a vehicle assigned to Water Distribution that is utilized by the water leak crew and the other replaces a unit in the Fire Department that will be assigned to safety equipment mechanics. Both units are worn out and no longer cost-effective to maintain.

Advertisements were published on November 30 and December 7, 2014. Bids were opened on December 16, 2014 at 11:00 A.M. Seventeen (17) bid invitations were requested with three (3) vendors submitting a bid.

SPECIAL CONSIDERATIONS

Lawrence Hall Chevrolet and Arrow Ford both met specifications, but were not within the 5% local preference amount.

FUNDING/FISCAL IMPACT

Funds for this purchase are to be provided by the Fleet Replacement Fund.

STAFF RECOMMENDATION

It is recommended that Bid CB-1518 for two one ton utility trucks be awarded to Caldwell Country Ford.

BID TABULATION

See attached.

Prepared By: Name <u>Cheri Carter</u> Title <u>Fleet Analyst</u>	Item No. <u>6.6</u>	Disposition by City Council <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Other Ord/Res # _____ _____ City Secretary
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