



DATE: March 19, 2014

TO: Honorable Mayor and City Councilmembers

FROM: Public Works Department

SUBJECT: **PURCHASE ORDER FOR ONE PICKUP TRUCK FOR THE PUBLIC WORKS DEPARTMENT**

SYNOPSIS

Staff recommends that the City Council approve a purchase order in an amount not to exceed \$32,545 to Downtown Ford of Sacramento for one Ford F150 pickup truck for the Public Works Department and authorize the Financial Services Director, or designee, to execute the purchase order.

BACKGROUND

Each budget cycle vehicles that will meet their planned service life in years and/or miles during that budget cycle are planned for replacement. Prior to purchasing a replacement, Fleet and the department using the vehicle(s) determine a) if the vehicle type is still needed, b) is there a cheaper alternative, c) what type of vehicle is required and d) does the vehicle still have any useful life.

After careful review, it was determined that the 2001 Chevrolet C1500 pickup truck (S90) listed in Exhibit A has reached the end of its' service life due to age, mileage, condition, and lifetime maintenance cost.

ANALYSIS

Existing bids, sole source or federal/state/city contract bid lists are being used for vehicle purchases and the purchases meet the requirements of City Code Chapter 28A.

Exhibit A lists the vehicle to be replaced this fiscal year, vendor cost, in-house cost to build the vehicle and total vehicle cost.

FISCAL IMPACT

The Public Works Department is retiring S90, a 2001 Chevrolet C1500 pickup truck. The total cost of the new vehicle, including the in-house cost, is \$36,545 which is fully funded in the Fleet Replacement Fund (620609831.5705).

COMMISSION OR COMMITTEE REPORT

Does not apply.

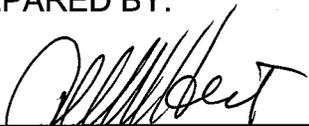
CITY ATTORNEY'S ANALYSIS

Purchases should be made according to the procedures set forth in Chapter 28A of the City Code.

RECOMMENDATION

Staff recommends that the City Council approve a purchase order in an amount not to exceed \$32,545 to Downtown Ford of Sacramento for one Ford F150 pickup truck for the Public Works Department and authorize the Financial Services Director, or designee, to execute the purchase order.

PREPARED BY:



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Fleet Supervisor

SUBMITTED BY:



Steven R. Jepsen
City Manager

REVIEWED BY:

Michelle Skaggs Lawrence, Deputy City Manager



H. Kiel Koger, Maintenance and Operations Manager



James Riley, Financial Services Director



Exhibit A

**EXHIBIT A
VEHICLE PURCHASE**

VEHICLE TO BE PURCHASED	VEH #	YEAR/MAKE	MILEAGE	VENDOR (PO Needed)	IN HOUSE BUILD	TOTAL COST
2014 Ford F150 Crew Cab 4x4	S90	2001 Chevrolet C1500	136,593	Downtown Ford	\$4,000	\$36,545
Total Public Works Vehicles					\$4,000	\$36,545