



City of Saginaw

City of Saginaw

Meeting Date: 04/05/2016

Staff Contact: Mark White
Director of Public Works

Agenda Item: 4d
(CC-0416-04)

E-mail: mwhite@saginawtx.org

Phone: 817-230-0500

SUBJECT: Action regarding purchase of purchase of 2016 Ford F150 Super Cab Pickup Truck through HGACBuy Purchasing Cooperative

BACKGROUND/DISCUSSION:

The purchase of a new inspection vehicle was budgeted in the 2015-2016 fiscal year budget. Various types of vehicles were considered and after some research, staff determined that a pickup truck would be best suited for inspections and construction site visits. Five quotes for pickups were received using the HGACBuy Purchasing Cooperative. After review and consideration of the quotes and vehicles, staff is recommending the purchase of a 2016 Ford F150 Super Cab Pickup in the amount of \$22,878.50

FINANCIAL IMPACT:

The financial impact will be \$22,878.50. A total of \$15,000 is budgeted in the Inspections/Code Enforcement Budget, Account 01-7000-10-00 Capital Outlay/Special Request for a new vehicle. Funds for the remaining \$7,878.50 are available in the Undesignated Fund Balance.

RECOMMENDATION:

Staff recommends approval of the purchase of a 2016 Ford F150 Super Cab Pickup Truck through HGACBuy Purchasing Cooperative in the amount of \$22,878.50.

Attachments

Memo with Attachments from Mark White/Kevin McMillin

To: Nan Stanford, City Manager

From: Mark White, Director of Public Works
Kevin McMillin, Chief Building Official

Subject: Consider Purchase of Pickup Truck for Building Official

Date: March 30, 2016

The current fiscal year's budget includes \$15,000 for a vehicle to be procured for the Building Official. Staff believes that based on the duties of the Building Official a pickup truck is the class of vehicle best suited for his use. A pickup truck offers space for storage of plans, ladders, and other tools necessary for inspection tasks as well as the ability to maneuver on construction sites. This type of vehicle is utilized by the Public Works inspector and performs well.

Staff obtained 5 quotes for different styles of pickups. See the table below – all prices are HGACBuy quotes. HGACBuy is a purchasing cooperative which complies with state competitive bidding procedures.

	Style	Year Model	Base	Delivery, Options & Fees	Total	Budget	
Chevy Colorado	Ext. Cab	2016	21,110.00	1,113.00	22,223.00	15,000.00	(7,223.00)
Chevy Colorado	Crew Cab	2016	22,890.00	1,113.00	24,003.00	15,000.00	(9,003.00)
Toyota Tacoma	Ext. Cab	2016	24,102.00	1,142.50	25,244.50	15,000.00	(10,244.50)
Ford F150	Super cab	2016	19,191.00	3,687.50	22,878.50	15,000.00	(7,878.50)
Ford F150	Crew Cab	2016	20,220.00	3,687.50	23,907.50	15,000.00	(8,907.50)

The two lowest quotes are for a Chevy Colorado, extended cab for \$22,223 and a Ford F150, super cab, for \$22,878.50. Given the larger size of the F150 and modest cost difference of \$655.50 (3%) between the two trucks, staff recommends the Council authorize the purchase of a Ford F150 super cab through the HGACBuy in the amount of \$22,878.50.



CONTRACT PRICING WORKSHEET
For MOTOR VEHICLES Only

Contract No.:

VE11-15

Date Prepared:

2/9/2016

This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents MUST be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.

Buying Agency:	CITY OF SAGINAW	Contractor:	SILSBEE TOYOTA
Contact Person:	KEVIN MCMILLIN	Prepared By:	RICHARD HYDER
Phone:	(817) 230-0451	Phone:	(409) 300-1385
Fax:		Fax:	(409) 895-3884
Email:	KMCMILLIN@CI.SAGINAW.TX.US	Email:	RHYDER.COWBOYFLEET@GMAIL.COM

Product Code:	K19	Description:	2016 TOYOTA TACOMA
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A. Product Item Base Unit Price Per Contractor's H-GAC Contract: \$ 24,102.00

B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
TACOMA ACCESS CAB 7162 2.7L I4 4X2	\$ -		
			Subtotal From Additional Sheet(s): \$ -
			Subtotal B: \$ -

C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary.
(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
DELIVERY 310 MILES	\$ 542.50		
			Subtotal From Additional Sheet(s):
			Subtotal C: \$ 542.50

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). For this transaction the percentage is: 2%

D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)

Quantity Ordered:	1	X Subtotal of A + B + C:	\$ 24,644.50	=	Subtotal D:	\$ 24,644.50
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E. H-GAC Order Processing Charge (Amount Per Current Policy) Subtotal E: \$ 600.00

F. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges

Description	Cost	Description	Cost
			Subtotal F: \$ -

Delivery Date: ~90 DAYS ARO **G. Total Purchase Price (D+E+F):** \$ 25,244.50

**CITY OF SAGINAW
BUDGET SUPPLEMENT
2015-2016**

01-7000-10-00	CAPITAL OUTLAY/SPECIAL REQUEST		\$ 24,000
	New Inspection vehicle	\$ 15,000	
	TOTAL		<u>\$ 829,205</u>