



Staff Report

RE: Park Maintenance Mid Size Pickup Truck Purchase

Department/Program: Parks and Recreation

Explanation:

The Parks Department has budgeted for a new mid size pickup truck to replace the current vehicle, which has reached the end of its useful life. While the City's purchasing policy typically involves soliciting sealed bids, this process is not conducive to the current market conditions for purchasing vehicles. Inventory levels fluctuate rapidly, and the traditional bid process often results in missed opportunities to secure a vehicle that meets our department's needs within the approved budget. Most dealers will not bid because they cannot hold the vehicles that long, and they have no shortage of more immediate buyers.

As the City has done in some other cases recently, waiving the purchasing policy will allow us to act more swiftly in a competitive market and ensure we secure a reliable vehicle at a fair price without exceeding the budgeted amount. We will still shop around to get the best price, but having authority to move more quickly on a purchase might be the only way we are able to source a vehicle. We request approval to proceed with this purchase under these circumstances.

Recommendation:

Approve waiving the purchasing policy for bids and authorize the purchase of a new pickup truck for the Parks Department, not to exceed the budgeted amount of \$43,000.

Submitted By: Chris Conway, CPRP, Director of Parks and Recreation

Date: January 13, 2025