



## AGENDA ACTION FORM

### **Consideration of a Resolution to Approve a Change Order to Purchase Order Y00572 Issued to Friendship Ford of Bristol**

To: Board of Mayor and Aldermen

From: Chris McCartt, City Manager *CM*

Action Form No.: AF-258-2023

Work Session: July 31, 2023

First Reading: N/A

Final Adoption: August 1, 2023

Staff Work By: Committee

Presentation By: R. McReynolds, S. Leonard

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#### **Recommendation:**

Approve the Resolution

#### **Executive Summary:**

On September 28, 2021, the BMA approved to award the purchase of One 4x4 Extended Cab/Enclosed Utility Body to Friendship Ford of Bristol. The award of the bid included accepting a trade-in offer on equipment #1944 priced at \$3,500.00. The bid was awarded for a total price of \$60,483.00 which is inclusive of accepting the trade-in offer.

Equipment #1944 has been repeatedly having mechanical and electrical issues for the past 6 months. In the past 2 months, it has been towed twice to Knoxville to be fixed and it is currently still in Knoxville. Friendship Ford of Bristol has agreed to allow us to change the purchase order in order to keep equipment #1944. This action requires the City to increase our current purchase order with Friendship Ford of Bristol by \$3,500.00. This will make the price of the 4x4 extended cab/enclosed utility body vehicle \$63,983.00.

Funding is identified in account #51150085019010

#### **Attachments:**

1. Resolution
2. Bid Minutes
3. Memo

	Y	N	O
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—