

# STAFF REPORT REGULAR MEETING

**AGENDA DATE:** February 6, 2024

**DEPARTMENT:** Public Works

**TITLE:**

Purchase Order with Alan Jay Fleet Services for the procurement of fleet replacement vehicles.

**SUMMARY:**

The Purchase Order with Alan Jay Fleet authorizes the City to purchase three (3) GMC Sierra 2500HD Crew Cab 4WD 8' Bed Work Trucks, one (1) GMC Sierra 2500HD Crew Cab 4WD 6.5' Bed Work Truck, one (1) GMC Sierra 1500 Crew Cab 4WD 5.5' Bed Work Truck, one (1) GMC Sierra 1500 Crew Cab 2WD 5.5' Bed Work Truck, and one (1) Chevy Colorado Crew Cab 2WD 5' Bed Work Truck for the Fleet Division at a cost not to exceed \$376,693.00.

**BACKGROUND AND JUSTIFICATION:**

The Fleet Maintenance Division is actively engaged in the maintenance, repair and replacement of City fleet vehicles. As part of the Fleet Replacement Master Schedule and in response to requests for additional vehicles to accommodate staff increases, the following vehicles have been scheduled for replacement or right-sizing to maintain an efficient fleet:

Purchase	Department	Current Vehicle	Replacement Vehicle	Cost
1	Water Utilities	2006 Chevrolet Colorado	2024 CMC Sierra 1500	\$48,771.00
2	Water Utilities	2016 GMC 2500 HD	2024 GMC Sierra 2500 HD	\$67,238.00
3	Water Utilities	2007 GMC 2500 HD	2024 GMC Sierra 2500 HD	\$65,478.00
4	Leisure Services	NA	2024 GMC Sierra HD 2500	\$52,020.00
5	Public Works	2006 Chevrolet Colorado	2024 GMC Sierra 1500	\$47,714.00
6	Public Works	2006 Ford F250	2024 Chevy Colorado	\$32,499.00
7	Water Utilities	2015 GMC Sierra	2024 GMC Sierra HD	\$62,973.00

The vehicles are being purchased through the Sourcewell Cooperative Purchase Contract # 2024 091521-NAF & 060920-NAF authorized vendor Alan Jay Fleet Sales. \$376,693.00

Project GV2303 funds totaling \$116,009.00 will be utilized to purchase vehicles 1 and 2.

Project AP2408 funds totaling \$197,711.00 will be utilized to purchase vehicles 3, 4,5, and 6.

Water operating funds totaling \$62,973.00 will be utilized to purchase vehicle 7. Operating funds from Water were initially budgeted for new equipment "Thompson Pump 6inch" which will no longer be needed for FY24.

**MOTION:**

Move to approve/disapprove the Purchase Order with Allen Jay Fleet Sales at a cost not to exceed \$376,693.00.

**ATTACHMENT(S):**

Fiscal Impact Analysis

- Quote 1 - GMC Sierra 2500 HD
- Quote 2 - GMC Sierra 2500 HD
- Quote 3 - GMC Sierra 2500 HD
- Quote 4 - GMC Sierra 1500
- Quote 5 - GMC Sierra 1500
- Quote 6 - Chevy Colorado
- Quote 7 – GMC Sierra 2500 HD

**FISCAL IMPACT ANALYSIS**

Five Year Summary of Fiscal Impact:

<b>Fiscal Years</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
<b>Inflows/Revenues</b>					
Appropriated (Budgeted)	0	0	0	0	0
Program Income	0	0	0	0	0
Grants	0	0	0	0	0
In Kind	0	0	0	0	0
<b>Outflows/Expenditures</b>					
Appropriated (Budgeted)	\$376,693.00	0	0	0	0
Operating	0	0	0	0	0
Capital	0	0	0	0	0
<b>Net Fiscal Impact</b>					
<i>(If not budgeted)</i>	0	0	0	0	0
<b>No. of Addn'l Full-Time</b>					
<b>Employee Positions</b>	0	0	0	0	0

<b>Contract Award - Existing Appropriation (Budgeted)</b>	
	<b>Expenditure</b>
Department	Garage Fund/ Fleet
Division	Non-Departmental
GL Description	Machinery & Equipment
GL Account Number	530-9010-549-64-30
Project Number	GV2303/AP2408
Requested Funds	\$313,720.00
Remaining Balance	\$4,941.00
Source of Revenue (i.e. Paygo. Current Revenue, Bond Money, Grants, etc.)	NA
<b>Contract Award - Existing Appropriation (Budgeted)</b>	
	<b>Expenditure</b>
Department	Water Fund
Division	Water Distribution
GL Description	Machinery & Equipment / Vehicles
GL Account Number	402-7034-533.64-30
Project Number	N/A
Requested Funds	\$62,973.00
Remaining Balance	\$0.00
Source of Revenue (i.e. Paygo. Current Revenue, Bond Money, Grants, etc.)	Paygo/ Current Revenues