



## CITY OF MARSHALL AGENDA ITEM REPORT

<b>Meeting Date:</b>	Tuesday, September 10, 2019
<b>Category:</b>	AWARD OF BIDS
<b>Type:</b>	ACTION
<b>Subject:</b>	Ratification of Purchase of Vehicles for the Community Planning Department.
<b>Background Information:</b>	<p>The City opened bids on September 4, 2019 for a replacement of two vehicles (1 pick-up and 1 SUV) for the Community Planning Department. Bid tabulations for both vehicles are attached.</p> <p>After review of the bids, staff is recommending the award of new 2019 Dodge Ram 1500 Quad Cab Pick-Up with 6.5' Box for the Community Planning Department from Lockwood Motors of Marshall, Minnesota, in the amount of \$23,476.86, including tax and \$1,500.00 trade-in of the existing 2003 Chevrolet 4WD Regular Cab and 8' Box, and a Soft Rolling Tonneau Cover for an additional \$525 installed.</p> <p>AND</p> <p>After review of the bids, staff believes it is better to award a new 2019 Dodge Ram 1500 Quad Cab Pick-Up with 6.5' Box, without trade-in, instead of the low bid SUV in the amount of \$25,074.36, including tax, and a Soft Rolling Tonneau Cover for an additional \$525 installed (as per the Pick-Up bid tabulation attached).</p> <p>The City would then sell the 2005 Chevrolet Impala with approximately 105,000 miles on the Purple Wave Auction site as staff believes we could receive more than the \$500 trade-in offer.</p> <p>On Friday, September 6, 2019, staff was notified by Lockwood Motors that in order to provide the 2019 Dodge Ram as bid on September 4, 2019, the final order date for these vehicles is September 6, 2019. Any vehicles ordered after that date will be a 2020 model with a significant increase in cost (approximately \$4,000-\$5,000 per vehicle).</p> <p>As the deadline date for ordering was Friday, September 6, staff directed Lockwood's to proceed with ordering the vehicles and the cost would increase significantly after said date, we are requesting the Council ratify the purchasing decision.</p>
<b>Fiscal Impact:</b>	<p>The approved 2019 Community Planning budget includes approximately \$50,000 available for the purchase of these vehicles from the Capital Equipment Fund (#401-60164-5550).</p> <p>The total cost of both vehicles, including tax, and purchase of covers is \$49,601.22 as shown on the attached Cost Summary spreadsheet.</p> <p>This amount would be reduced by the sale of the 2005 Chevrolet Impala.</p>
<b>Alternative/ Variations:</b>	No alternative actions recommended.
<b>Recommendations:</b>	that the Council reject all bids for the SUV and ratify the purchase of a 2 new 2019 Dodge Ram 1500 Quad Cab Pick-Ups with 6.5' Boxes for the Community Planning Department from Lockwood Motors of Marshall, Minnesota, in the amount of \$49,601.22.