



PUBLIC WORKS

To: Mayor and Town Council

From: Carrie Jones, Director of Public Works

Through: Mario Canizares, Town Manager
Chuck Ewings, Assistant Town Manager

Re: Mini-Excavator Purchase

Town Council Meeting – October 8, 2024

Strategic Visioning Priority: 4. Provide Excellent Municipal Services

Agenda Item:

Consider and act upon approving the purchase of one (1) new Caterpillar Inc. model: 303.5 compact construction mini-excavator (mini-ex) for the Stormwater Division of Public Works for \$73,644.

Description of Agenda Item:

As part of the FY2024-2025 budget process, the Stormwater Division of Public Works requested funding for the purchase of a mini-ex. This piece of equipment will enable Staff to access narrower and smaller spaces than they previously could which would expedite the cleaning of smaller ditches. With the smaller footprint of the machinery, it would minimize the disturbance to private property.

The purchase of the mini-ex is through a cooperative purchasing program which allows local governments to purchase goods and services from the cooperative's purchasing systems while satisfying all competitive bidding requirements. The contract being utilized for this purchase is Sourcewell Contract 011723.

Budget Impact:

This is a budgeted expense as a FY24-25 Capital Expenditure – Equipment (450-6140-98-02).

Legal Obligations and Review:

Terrence Welch of Brown & Hofmeister, L.L.P. has approved the attached documents as to form and legality.

Attached Documents:

1. Quote #:337574-01 from HOLT CAT

Town Staff Recommendation:

Town Staff recommends the Town Council approve the purchase of one (1) new Caterpillar Inc. model: 303.5 compact construction mini-excavator (mini-ex) for the Stormwater Division of Public Works for \$73,644.

Proposed Motion:

I move to approve the purchase of one (1) new Caterpillar Inc. model: 303.5 compact construction mini-excavator (mini-ex) for the Stormwater Division of Public Works for \$73,644.