



AGENDA REQUEST

TO: Mayor and City Council
FROM: Johnny Timmons, Manager TW&L
DATE: December 13, 2023
SUBJECT: IN THE MATTER OF AN EMERGENCY PURCHASE OF FIFTEEN (15) 25 kVA CONVENTIONAL TRANSFORMERS **JT**

Request:

I respectfully request your approval of the following emergency purchase:

Fifteen (15) 25 kVA single phase conventional transformers 7200/120/240 with taps at 2 ½% above and below nominal rating – Border States submitted the lowest quote for these fifteen transformers at \$1,591.00 each for a total of \$23,865.00. This cost is subject to review at the time of shipment. The lead time for these transformers is a minimum of thirteen (13) months.

This emergency purchase is requested due to the following factors:

- Volatility of the metals market and key transformer and wire cost factors beyond the manufacturer's control
- Lead/delivery times

Please let me know if you have any questions.