



City of Galveston

FLEET FACILITIES STAFF REPORT

February 10, 2019

Brian Maxwell, City Manager
Honorable Mayor and City Council Members

Subject: Consider for the approval allowing the Fleet Facility to purchase the listed rolling stock (two service pickups) and associated equipment from Silsbee Ford through HGAC Buy for a total price of \$62,176 and authorize the City Manager to execute the contract upon final approval by the City Attorney.

I. Background

- A. Funding for new equipment has been earmarked for the listed department(s).
- B. Buy Board, HGAC Buy and TXMAS are cooperative purchasing organizations that the city is a member of that performs bidding packages for local governments. The Fleet Facility has performed competitive bidding packages on current equipment purchases to assure that these purchases are the better option a majority of the time.
- C. The requested vehicle descriptions and their assignments are listed below.
- D. The extended purchase price for this package is \$62,176.
- E. Silsbee Ford is located in Silsbee Texas.
- F. Delivery should be within 90 days from date of the purchase order issue. These items have to be delivered during the current fiscal year, and the dealer can support this request.
- G. Additional equipment will be added by the dealer that was specified in the specification process as requested by the department.

II. Current Situation

The City Council will have to approve allowing the Fleet Facility to purchase the listed rolling stock (two service pickups) and associated equipment from Silsbee Ford through HGAC Buy





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for a total price of \$62,176 and authorize the City Manager to execute the contract upon final approval by the City Attorney.

III. Alternatives in order of priority

A. City Council approves the purchase.

1. Cost - \$62,176
2. Timing - Delivery should be within 90 days.
3. Divisional Improvements - Will provide the city with needed equipment to perform duties. Newer equipment will reduce fleet operational costs and will improve operations.

B. City Council does not approve the purchase.

1. Cost - No additional cost at this time.
2. Timing - N/A
3. Divisional Improvements - City staff will not be able to function without needed equipment. Older equipment will take on a heavier load, which will increase operational costs. Operations will slow.

IV. Recommendation

Concur in Alternative A and approve allowing the Fleet Facility to purchase the listed rolling stock (two service pickups) and associated equipment from Silsbee Ford through HGAC Buy for a total price of \$62,176 and authorize the City Manager to execute the contract upon final approval by the City Attorney.

V. Fiscal Impact Report

Requested by	David Smith Executive Director
Cost	\$62,176





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Funding Source

IDC

Sanitation Vehicle Capital Outlay

Savings Estimation

Will help reduce unit repair costs on the older fleet vehicles and will assist with improving services.

VI. Environmental Impact

All listed vehicles are produced under current EPA standards.

Respectfully Submitted

David Smith
Executive Director



City of Galveston

Fleet Facility

COST BREAKDOWN

Requested Purchase

Item	Division	Count	Make	Model	Cost	Funding
A	Parks & Rec	1	Ford	F250 Crew Cab	\$ 31,088.00	IDC
B	Sanitation	1	Ford	F250 Crew Cab	\$ 31,088.00	Sanitation VCO
					\$ 62,176.00	

City of Galveston

Municipal Garage Facilities

Light Duty Vehicle Purchase Request COG 2671-1

Please type in your answers in the green areas, save and return. The answer column is "drop down" select.

Vehicle model requested	F250 Crew
Quantity	2

Will your requested vehicle(s) be used for any of the following;

	Answer
Towing of trailers or any other equipment	Yes
Transporting items which require a truck bed due to size and/or weight	Yes
Surveillance activities	No
Long idling activities (running of warning lights)	No
Emergency code 2 or 3 activities	No
Pre and post storm activities	Yes
Transporting of four (4) persons or more	Yes
Rough terrain transportation which includes the need for high clearance	No
* Can it be considered that your requested vehicle by a Hybrid type vehicle?	No
* Can it be considered for your requested vehicle to be a smaller model vehicle?	No

Funding source? (Capital Outlay / Budget amendment ...)

Vehicle Capital Outlay and IDC

Brief description of what vehicle(s) will be utilized for?

Transport of staff and project equipment.

Requesting Department Head

Barbara Sanderson / Cindy Dewitt

The Department Head making the vehicle request must be ready to explain the above answers to the City Council upon request.



CONTRACT PRICING WORKSHEET
For MOTOR VEHICLES Only

Contract No.:

VE11-18

Date Prepared:

1/15/2019

This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents MUST be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.

Buying Agency:	CITY OF GALVESTON	Contractor:	SILSBEE FORD
Contact Person:	DAVID SMITH	Prepared By:	RICHARD HYDER
Phone:	(409) 797-3920	Phone:	(409) 300-1385
Fax:		Fax:	(409) 895-3884
Email:	DSMITH@GALVESTONTX.GOV	Email:	RHYDER.COWBOYFLEET@GMAIL.COM

Product Code:	E26	Description:	2019 FORD F250 CREW CAB SRW
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A. Product Item Base Unit Price Per Contractor's H-GAC Contract: \$ 23,251.00

B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
W2A F250 SUPERCAB 6.75' SRW BED	\$ 4,540.00	CODE 3 ALUMINUM HA RACK BLACK	\$ 195.00
ALUMINUM BODY	\$ -		
Z1 EXTERIOR--WHITE	\$ -		
AS INTERIOR--VINYL 40/20/40 EARTH GRAY	\$ -		
6.2L V8 GAS	\$ -		
X3E ELECTRONIC LOCKING AXLE	\$ 367.00		
52B TRAILER BRAKE CONTROLLER	\$ 259.00		
18B PLATFORM RUNNING BOARDS	\$ 301.00		
4 KEYS	\$ 50.00		
EQUIPMENT SERVICES	\$ 350.00		
SPRAY IN BEDLINER	\$ 495.00	Subtotal From Additional Sheet(s):	\$ -
CODE 3 REFLEX MINI 15" LED LIGHTBAR	\$ 295.00	Subtotal B:	\$ 6,852.00

C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary.
(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
5LB FIRE EXT	\$ 85.00	AMBER GRILL LEDS	\$ 220.00
REC W/ 2' BALL	\$ 35.00	Subtotal From Additional Sheet(s):	
SURFACE MT LEDS REAR AMBER	\$ 170.00	Subtotal C:	\$ 510.00

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). For this transaction the percentage is: 2%

D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)

Quantity Ordered:	2	X Subtotal of A + B + C:	\$ 30,613.00	=	Subtotal D:	\$ 61,226.00
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E. H-GAC Order Processing Charge (Amount Per Current Policy) Subtotal E: \$ 600.00

F. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges

Description	Cost	Description	Cost
DELIVERY 100 MILES	\$ 350.00		
		Subtotal F:	\$ 350.00

Delivery Date: ~90 DAYS ARO **G. Total Purchase Price (D+E+F):** \$ 62,176.00