



Memorandum

Date: July 3, 2019

To: Mark D. Israelson, City Manager

From: Gerald Cosgrove, P.E., Director of Public Works

Subject: Utility Body Pickup Trucks Purchase Recommendation

It is the recommendation of Fleet Services to purchase ten (10) utility body pickup trucks in the amount of \$398,837.00 from Caldwell Country Chevrolet, the lowest responsive, responsible bidder from Solicitation 2019-0462-B.

Nine (9) of these units are scheduled replacements from Capital Outlay FY18-19 for unit 06335 Truck Pickup, 1 Ton, Utility Body, Diesel in Cost Center 643 Park Support Services, unit 06343 Truck Pickup, $\frac{3}{4}$ Ton, Utility Body in Cost Center 646 Grounds Maintenance Services (transferred from 658 Grounds Maintenance Services District 3 on January 3, 2019), unit 06339 Truck Pickup, $\frac{3}{4}$ Ton, Utility Body in Cost Center 647 Sports Turf Maintenance Services, unit 11304 Truck Pickup, 1 Ton, Utility Body, Crew Cab, Dual Rear Wheels in Cost Center 742 Streets, units 12306 and 12307 Truck Pickup, $\frac{3}{4}$ Ton, Extended Cab, Utility Body in Cost Center 763 Utility District 2, units 11302 and 12305 Truck Pickup, $\frac{3}{4}$ Ton, Extended Cab, Utility Body in Cost Center 765 Meter Services, and unit 11303 Truck Pickup, $\frac{3}{4}$ Ton, Extended Cab, Utility Body in Cost Center 766 Utility District 1. One (1) of these units is an unforeseen, unscheduled, emergency replacement for unit 09308 Truck Pickup, $\frac{3}{4}$ Ton, Extended Cab, Utility Body in Cost Center 763 Utility District 2. The unit has reached the end of its current useful life and experienced major mechanical error with estimated repair costs in excess of \$6,000.00. Due to operational demands, it is necessary to purchase at this time.

The purchase of the Utility Body Pickup Trucks is necessary for the following reasons:

1. These units are essential to these departments' operations and are required to maintain current service levels.
2. The old units are in need of replacement. The determination for the need of replacement is based on age, usage, maintenance cost, and re-sale value. Based on these criteria, Fleet Services recommends the replacement of the above units.
3. If these units are not replaced, we will incur additional maintenance costs and the salvage value will be greatly depreciated. In addition, the older, aging units will limit the users' ability to perform their duties because of increased breakdowns and additional downtime for repairs.