



Memorandum

Date: September 25, 2019
To: Mark D. Israelson, City Manager
From: Gerald Cosgrove, P.E., Director of Public Works
Subject: Animal Control Body Pickup Trucks Purchase Recommendation

It is the recommendation of Fleet Services to purchase three (3) One-ton SRW Extended Cab Pickups with Animal Control Bodies in the amount of \$153,429.00 from Bob Moore Ford, the lowest responsive, responsible bidder from Solicitation 2019-0630-B.

These units are scheduled replacements from Capital Outlay FY19-20 for units 06360 and 10305 Truck, Pickup, $\frac{3}{4}$ Ton, Animal Body, Extended Cab and 06347 Truck, Pickup, $\frac{1}{4}$ Ton in Cost Center 583 Animal Services. Due to operational demands, it is necessary to purchase at this time.

The purchase of these units is necessary for the following reasons:

1. These units are essential to this department's daily 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 values 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.