



## STAFF REPORT

**DATE:** July 17, 2018

**TO:** Ronald L. Olson, City Manager

**FROM:** Jonathan Locke, Executive Director of Finance

**SUBJECT:** Procurement of five (5) vehicles for the Fire Department

### **BACKGROUND AND FINDINGS:**

Funding for the acquisition of vehicles for the Fire Department was approved as part of the City's FY 2018 Budget process. The Fire Department will utilize these vehicles in support of fire and emergency medical service operations to replace five (5) existing vehicles that are on average 17 years of age, have an average of 142,000 miles, and have exceeded their useful life. All five (5) units will be replaced with Ford Explorer Interceptor models that are equipped for staff emergency response.

### **THE ALTERNATIVES CONSIDERED:**

- 1.) Defer replacement, which will cause the department to continue to operate in a reduced resource capacity, incur increased maintenance costs, and lose remaining residual value in the current vehicles.
- 2.) Replace the vehicles in order to provide safe and effective emergency services and achieve the least cost of ownership on these vehicles.

### **Which alternative is recommended? Why?**

The second alternative is recommended in order to meet the department's mission and operate in the safest and most cost effective manner.

### **CONFORMITY TO CITY POLICY:**

The City of Killeen is a member of several purchasing cooperatives that are in compliance with Texas Local Government Code section 271.102. Purchases made through a cooperative satisfy competitive bid requirements. Quotes were solicited from four vendors that participate in cooperative agreements, which resulted in three complete quotes and one partial quote. Silsbee Ford supplied the quote representing the best value for the City.

**FINANCIAL IMPACT:**

Cooperative quotes received:

Vendor	Co-op	Vehicle Cost	Up-fit Cost	Cost/Unit	Total
Silsbee Ford	Tarrant County	\$30,341.00	\$9,604.00	\$39,945.00	\$199,725.00
Sam Pack Ford	HGAC	\$28,270.60	\$13,113.00	\$41,383.60	\$206,918.00
Caldwell Country	BuyBoard	\$31,770.00	\$9,989.00	\$41,759.00	\$208,795.00
Nat'l Auto Flt Group	NJPA	\$34,447.00	N/A	N/A	N/A

**What is the amount of the expenditure in the current fiscal year? For future years?**

The total amount of the expenditure is \$199,725. There are no future costs related to these vehicles.

**Is this a one-time or recurring expenditure?**

This is a one-time expenditure.

**Is this expenditure budgeted? If not, where will the money come from?**

Yes, funds are budgeted in account number 601-7070-442.61-10.

**Is there a sufficient amount in the budgeted line-item for this expenditure?**

Yes, the total available budget is \$208,700.

**RECOMMENDATION:**

Staff recommends that City Council approve the purchase of the five (5) vehicles from Silsbee Ford utilizing Tarrant County Cooperative pricing totaling \$199,725, and that the City Manager or designee be expressly authorized to execute any and all change orders within the amounts set by state and local law.

**DEPARTMENTAL CLEARANCES:**

Fire Department  
Purchasing  
Finance  
Legal

**ATTACHED SUPPORTING DOCUMENTS:**

Quotes  
Certificate of Interested Parties