

## ACTION FORM BRYAN CITY COUNCIL

<b>DATE OF COUNCIL MEETING:</b> January 14, 2014		<b>DATE SUBMITTED:</b> December 16, 2013	
<b>DEPARTMENT OF ORIGIN:</b> Water Services		<b>SUBMITTED BY:</b> Jayson Barfknecht	
<b>MEETING TYPE:</b>	<b>CLASSIFICATION:</b>	<b>ORDINANCE:</b>	<b>STRATEGIC INITIATIVE:</b>
<input type="checkbox"/> BCD	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1ST READING	<input type="checkbox"/> PUBLIC SAFETY
<input type="checkbox"/> SPECIAL	<input checked="" type="checkbox"/> CONSENT	<input type="checkbox"/> 2ND READING	<input checked="" type="checkbox"/> SERVICE
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> STATUTORY		<input type="checkbox"/> ECONOMIC DEVELOP.
<input type="checkbox"/> WORKSHOP	<input type="checkbox"/> REGULAR		<input type="checkbox"/> INFRASTRUCTURE
			<input type="checkbox"/> QUALITY OF LIFE
<b>AGENDA ITEM DESCRIPTION:</b> Consider approving the purchase of two (2) mini-excavators through the Buyboard contract # 424-13 from Clark Equipment Company for a combined purchase price of \$85,628.20.			
<b>SUMMARY STATEMENT:</b> Water Services requests City Council approval authorizing the Purchasing Department to issue a purchase order (PO) to Clark Equipment Company through Buyboard contract # 424-13 to purchase two (2) mini-excavators. The units are described as follows: <ul style="list-style-type: none"> <li>• E50 T4 Bobcat Compact Excavator - \$48,402.20 (Water funds)</li> <li>• E35 T4 ZTS Bobcat Compact Excavator - \$37,226.00 (Wastewater funds)</li> </ul> <p>This equipment will support Water Distribution and Wastewater Collection staff and operations. The requested equipment replaces existing units (23-60 (Water) and 24-42 (Wastewater)) that have exceeded normal life expectancies and were identified in the Department's vehicle replacement plan for replacement. The expenditures for this equipment are included in the approved FY2014 budget (\$45,200 in Water and \$36,000 in Wastewater). Savings from the purchase of the replacement of unit 22-9 (\$4,275) will fund the unit from Water and savings from the purchase of the replacement air compressor (\$6,591) will fund the unit from Wastewater.</p> <p>As mentioned above, these units serve as front line equipment for staff and will allow Water Services to improve productivity by providing reliable equipment for daily operations. Reliable equipment is an essential component of the daily operations for Water Services. When equipment is not functional, staff's productivity is negatively impacted and the efficiency of the Department is reduced.</p> <p>Staff recommends approving the purchase of these vehicles from Clark Equipment Company for an amount not to exceed \$85,628.20.</p>			
<b>STAFF ANALYSIS AND RECOMMENDATION:</b> Staff recommends approving the purchase of this equipment from Clark Equipment Company through the Buyboard Contract. This purchase will save time and money since the equipment has already been competitively bid. The equipment will replace existing units, which in turn will be auctioned and the revenues from the sales deposited in the fund that originally purchased the equipment. The proposed items will provide staff with reliable maintenance units and improve the overall efficiency of the Department. The equipment to be replaced meets replacement standards and new units will decrease operation and maintenance costs.			
<b>OPTIONS (In Suggested Order of Staff Preference):</b>			
1. Approve the purchase of the equipment through the Buyboard Contract.			
2. Do not approve the purchase of the equipment through the Buyboard Contract and competitively bid the			

units.

3. Do not approve the purchase of the new equipment and continue operating the existing units.

**ATTACHMENTS:** Clark Equipment Company dba Bobcat Company (PDF)

**FUNDING SOURCE:** Water and Wastewater FY2014 Budget

**APPROVALS:** Jayson E. Barfknecht; Hugh R. Walker, 12/19/2013

**APPROVED FOR SUBMITTAL: CITY MANAGER** Kean Register 12-19-2013

**APPROVED FOR SUBMITTAL: CITY ATTORNEY** Janis K. Hampton, 12/30/2013

Revised 04/2013