



CITY MANAGER'S REPORT

AGENDA ITEM REQUEST

UTILITIES DEPARTMENT

DATE: August 30, 2016

TO: Ed Lavallee, City Manager *EL 8/31/16*

FROM: Tim Hochuli, PE, PMP, Utilities Director *TAH 8/30/16*

COUNCIL DATE: September 13, 2016

SUBJECT: Utility Vehicle Replacement

Background:

During the FY 2017 budget process, the replacement of four Utilities Department vehicles was presented at the Capital Improvements Program Workshop. At that time, consensus was given to include those vehicles in the final proposed budget. The purchase of these replacement vehicles is currently in the proposed FY 2017 budget. Based upon a review of the Utilities' FY 2016 budget, staff has determined that sufficient funds exist in the remaining budget to approve purchase of these vehicles in the FY 2016 budget. By approving the purchase at this time, the City will benefit by receiving the vehicles earlier than is typical due to preceding the many orders that occur after the start of the new fiscal year by the many local governments in the state.

Staff has researched comparable vehicles with Alan Jay Fleet Sales and Duval Ford Fleet Sales per the Florida Sheriff's Association Bid #'s 15-23-0904 & 15-13-0904 to determine the cost of replacing the vehicles.

If the purchase is approved, adjustments to the FY 2017 budget will be made to reflect the purchase being made during FY 2016.

Requested Action:

The Utilities Department requests Council's approval to purchase four replacement vehicles for a total amount of \$189,593.00.

City Attorney Review:

N/A

Risk Management Review:

N/A

Funds Availability (account number):

Based on Council's approval, funds are available in account number 505-1202-536.64-00, 505-1203-533-64-00 and 505-1204-535-64-00.