



Agenda Item: Bid Award

Title: Award of Bid: Unit 887 Hybrid Pickup Truck without Trade-In

Recommended Council MOTION:

I move to award the bid for Unit 887 Hybrid Pickup Truck without Trade-In to Ken Garff, Cheyenne, WY in the total amount of \$56,415.00 and authorize the Mayor and City Clerk to sign.

Administrative or Policy Goal:

Replace aging and worn equipment according to the City’s established replacement schedule as recommended by the Fleet Advisory Committee and Public Works Department and approved in the biennial budget.

Background:

The City has an established replacement schedule for vehicles and equipment that identifies recommended vehicle and equipment replacement according to a schedule that considers age, mileage, operating hours, and life expectancy. The Fleet Advisory Committee has developed this replacement schedule over the last several years. The replacement schedule provides the recommendations in the annual budget adopted by City Council.

The Planning Department, Code Admin Division, has funding to purchase Unit 887 Hybrid Pickup Truck. This unit was placed out for public bid and advertised according to the City’s Purchasing Policy. Bids were opened on March 7, 2023. One bid was received from Ken Garff, Cheyenne, WY.

	Base Bid:	Alternate 3:	Total:
Ken Garff			
Cheyenne, WY	\$55,665.00	\$750.00	\$56,415.00

Staff is recommending not accepting the trade-in which was only \$500. This unit will be passed down to Parks are Recreation, Parks Division.

Legal/Statutory Authority:

BUDGET/FISCAL INFORMATION:**REVENUE**

Source	Amount	Type
General Fund	\$63,637.00	General Fund 100.5085.424.76.20
General Fund	\$500.00	Transfer Value for Parks 100.5015.452.74.20
Total	\$64,137.00	

EXPENSE

Proposed Project Cost.

Project Budget	Amount	Funds
Base Bid	\$55,665.00	Ken Garff
Alternate 3	\$750.00	7.2 kW Generator
Total Amount	\$56,415.00	100-5085-424.76-20

Amount spent to date (approved and adopted by Council)

Budget	Amount	Funds
Total Budget Allocation	\$64,137.00	100-5085-424.76-10
Less Amount Spent to Date		
Remainder of Budget	\$64,137.00	

Responsible Staff:

Brooks Webb, Public Works Director

Shane Johnson, Street/Fleet Manager

Eric Jaap, City Engineer

Attachments:

Bid Recommendation

Bid Contract