



**Agenda Item: Bid Award**

**Title: Award of Bid for Unit 327 Pickup truck with Trade-In**

**Recommended Council MOTION:**

I move to award the bid for Unit 327 Pickup with Trade-In, to Spradley Barr, Cheyenne, WY, in the total amount of \$32,013.00 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, Utilities Division and approved in the FY 2021 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 Utilities Division has funding to purchase one new unit. The unit was put out for public bid and advertised according to the City’s Purchasing Policies. Bids were opened on December 8, 2020, with one bid from Spradley Barr Motors received; no other bidders responded.

<b>Company</b>	<b>Base Bid</b>	<b>Trade-in</b>	<b>Total Cost</b>
Spradley Barr Motors Cheyenne, WY	Base Bid \$35,236.00	Trade-In \$4,000.00	Total Bid \$31,236.00

It is recommended City Council accept the Spradley Barr Motors bid for the unit with trade-in including Alternate 1(400-watt 120-volt outlet, \$777.00) for a total of \$32,013.00.

**Legal/Statutory Authority:**

N/A

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**BUDGET/FISCAL INFORMATION:****REVENUE**

Source	Amount	Type
Wastewater Fund Revenue Unit 327	\$38,362.00	510-8015-432.76-20
Total	\$38,362.00	

**EXPENSE**

Proposed Project Cost.

Project Budget	Amount	Funds
Unit 327 Cost	\$35,236.00	Spradely Barr Motors
Trade In Unit 327	\$4,000.00	Trade In
Alternate 1	\$777.00	400 Watt 120 volt outlet
City's Amount	\$32,013.00	

Amount spent to date (approved and adopted by Council)

Budget	Amount	Funds
Total Budget Allocation	\$32,013.00	510-8015-432.76-20
Less Amount Spent to Date	\$0.00	
Remainder of Budget	\$32,013.00	

**Responsible Staff:**

Brooks Webb, Public Works Director  
Shane Johnson, Street/Fleet Manager  
Cal Van Zee, Utilities Manager  
Paul Beckett, Utilities Superintendent

Attachments:

Bid Form/Contract  
Bid Recommendation