



Department of Administrative Services
City of Frisco, Texas

Memorandum

To: Honorable Mayor Maso and City Council Members

Thru: George Purefoy, City Manager
Nell Lange, Assistant City Manager
Tom Johnston, Director of Administrative Services

From: Daniel Ford, Purchasing Manager

Date: April 13, 2015

Subject: Consider and Act Upon Approval of Purchase Orders to Caldwell Country Ford and Silsbee Ford for the Purchase of Twenty (20) Vehicles for Various Departments

Action Requested: City Council approval of purchase orders to Caldwell Country Ford and Silsbee Ford for the purchase of twenty (20) vehicles for various departments in the total amount of \$473,442.

Background Information: Purchases from Caldwell Country Ford made through an interlocal agreement with BuyBoard Purchasing Cooperative, BuyBoard contract #430-13. Purchases from Silsbee Ford made through an interlocal agreement with State of Texas Smart Buy Program, Contract 072-A1. These purchases will provide for twenty (20) vehicles to be used by the following departments/divisions:

- 1 replacement for Streets
- 1 new vehicle for Building Services Supervisor
- 3 replacements for Parks (Parks, Parks Planning, Parks FAC)
- 1 new vehicle and 2 replacement vehicles for Building Inspections
- 1 new vehicle for Code Enforcement
- 1 new vehicle for Public Works Irrigation Supervisor
- 2 replacements for Meters
- 1 new vehicle for R.O.W. and 1 replacement for totaled R.O.W. vehicle
- 1 new vehicle and 2 replacements for Construction Inspection
- 1 new vehicle for Stormwater Supervisor
- 1 new vehicle with a box for Animal Control
- 1 replacement vehicle for Fleet Services

In total, eleven (11) of these vehicles are scheduled replacement vehicles, eight (8) are new units being added to the City fleet, and one (1) is replacing a totaled vehicle. Eighteen (18) of the vehicles will be purchased from Caldwell Country Ford in the amount of \$400,633, and two (2) of the vehicles will be purchased from Silsbee Ford in the amount of \$72,809. Total cost is \$473,442.

Board/ Citizen Input: N/A

Alternatives: City Council could choose not to approve these purchase orders at this time.

Financial Considerations: Funding is available through the various departments' FY 2015 operating budget, as well as insurance proceeds for the one totaled vehicle.

Legal Review: N/A

Supporting Documents: Department memo, Caldwell Country Ford Quote/BuyBoard Information, and Silsbee Ford Quotes