



AGENDA MEMO
3/7/2017 Agenda

TO: Honorable Mayor and City Council

FROM: Elizabeth Anderson, Purchasing Manager

SUBJECT: Request to Approve Purchase of Camera Van

BACKGROUND:

The Utilities Division needs to purchase a camera van. This is a planned replacement of a 2007 model vehicle. The older vehicle will be sent to auction.

This van is used in conjunction with a sewer camera to inspect the City's sanitary sewer lines for problems and to locate service laterals. It is deployed daily with the intent of finding and repairing problems before they affect the City's residents. *Council should note that today's purchase is strictly for the van.* Staff will bring another request to Council for the purchase of the camera equipment at a later date.

The new van is a 2017 Transit-250 Cargo Base model. It can be purchased from Chastang Ford via HGAC contract # AM10-16 for \$33,618.00. HGAC contracts have been competitively bid and thus satisfy state purchasing guidelines.

A memo from Les Jackson, Fleet Manager, and the quote from Chastang Ford are attached.

RECOMMENDATION:

Staff recommends the purchase of this van from Chastang Ford for \$33,618.00.