



**AGENDA MEMO**  
12/5/2017 Agenda

**TO:** Honorable Mayor and City Council

**FROM:** Elizabeth Anderson, Purchasing Manager

**SUBJECT:** Request to Purchase Pick-Up Truck for Public Works Department

---

**BACKGROUND:**

The Infrastructure Maintenance branch of the Public Works Department is requesting approval to purchase a new pick-up truck. This is a planned replacement. The old 2007 model will be transferred to the Fleet Department, and the Fleet Department will release a 2007 vehicle that is in poor condition for auction.

This truck is used by the Infrastructure Maintenance Supervisor to inspect work and bring personnel to job sites throughout the City. The new vehicle is a Ford F250XL Super Duty Crew Cab with a shorter bed to navigate the City's alleyways. If approved, staff will purchase this truck from Chastang Enterprises for \$29,978.00 via HGAC contract. HGAC contracts have been competitively bid and thus satisfy state purchasing guidelines.

The quote, specs, and memo from Fleet Manager Les Jackson are attached.

**RECOMMENDATION:**

Staff recommends the purchase of this truck from Chastang Enterprises for \$29,978.00.