



MEMORANDUM

DATE: July 24, 2017

TO: Karen Smith

FROM: Terry Kader
Fleet Services Superintendent

CC: Galen Gillum

SUBJECT: SUBLET VENDOR- ALTEC INDUSTRIES INC

City of Denton, Fleet Services has standardized to the purchase of Altec aerial bucket and digger derrick bodies for the Electric and Traffic departments. Altec Industries Inc. in Waxahachie is the local authorized service center for Altec products.

City of Denton Fleet Service technicians are not authorized to perform warranty repairs on Altec aerial bodies and to mitigate liability risks associated with the repair of this type of equipment, they do not currently perform electrical or hydraulic repairs on these units. To minimize down time, a factory trained Altec field service technician is dispatched from a North Texas location to perform repairs on site at various City locations.

Replacement parts are occasionally ordered and purchased directly from Altec and whenever possible, procured through our Genuine Auto Parts contract.

I believe the use of factory authorized repair service and replacement parts from Altec Industries are in the best interest of the City of Denton. I am requesting authorization to continue use of Altec Industries product support services.

Regards,

Terry Kader
Fleet Services Superintendent