



# City of Denton

City Hall  
215 E. McKinney Street  
Denton, Texas  
www.cityofdenton.com

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## AGENDA INFORMATION SHEET

**DEPARTMENT:** Materials Management

**ACM:** Mario Canizares

**DATE:** September 19, 2017

### **SUBJECT**

Consider adoption of an ordinance of the City of Denton, Texas providing for, authorizing, and approving the expenditure of funds for Altec equipment repair services for the City of Denton Fleet Services Department. Due to the risk and liability involved in repair and maintenance of aerial equipment, these units are repaired by Altec factory trained and qualified field service technicians. Therefore this system is available from only one source and in accordance with Texas Local Government Code 252.022, provides that procurement of commodities and services that are available from one source are exempt from competitive bidding; and if over \$50,000 shall be awarded by the governing body; and providing an effective date (File 6434-awarded to Altec Industries, Inc. in the three (3) year not-to-exceed amount of \$200,000).

### **FILE INFORMATION**

This item is for contracted repair work for Altec aerial equipment owned by the City of Denton. Altec equipment is used extensively by the Electric, Parks, and Traffic departments. There are currently 22 Altec units in the City of Denton fleet. Due to the risk and liability involved in repair and maintenance of aerial equipment, Fleet Services technicians are not certified to work on Altec equipment. These units are repaired by Altec factory trained and qualified field service technicians. Staff estimates that contracted repairs will increase as the fleet ages and more services are required, therefore staff is recommending approval of a funding amount not-to-exceed \$200,000 over a three (3) year period.

Fleet Services has, to the extent possible, standardized all aerial equipment replacements to the Altec specification. There are no local vendors that can perform these repair and warranty services. Altec Industries, Inc. in Waxahachie, Texas is the authorized Altec repair vendor for this area, therefore these services are only available from one source. Section 252.022 of the Local Government Code provides that procurement of commodities and services that are available from one source are exempt from competitive bidding, and if over \$50,000, shall be awarded by the governing body.

### **RECOMMENDATION**

Award the purchase of Altec repair services to Altec Industries, Inc. in the amount not to exceed \$200,000.

### **PRINCIPAL PLACE OF BUSINESS**

Altec Industries, Inc.  
Waxahachie, TX

## **ESTIMATED SCHEDULE OF PROJECT**

Work orders are issued and repairs made as needed.

## **CONTRACT ADMINISTRATOR**

Terry Kader, Fleet Superintendent

## **FISCAL INFORMATION**

The repairs will be funded from the Fleet Services contract services account and then billed back to departments through the Faster software work order system.

## **STRATEGIC PLAN RELATIONSHIP**

The City of Denton's Strategic Plan is an action-oriented road map that will help the City achieve its vision. The foundation for the plan is the five long-term Key Focus Areas (KFA): Organizational Excellence; Public Infrastructure; Economic Development; Safe, Livable, and Family-Friendly Community; and Sustainability and Environmental Stewardship. While individual items may support multiple KFAs, this specific City Council agenda item contributes most directly to the following KFA and goal:

**Related Key Focus Area: Organizational Excellence**

**Related Goal: 1.1 Manage financial resources in a responsible manner**

## **EXHIBITS**

Exhibit 1: Agenda Information Sheet

Exhibit 2: Altec Pricing Sheet

Exhibit 3: Staff Memo

Exhibit 4: Ordinance

Exhibit 5: Contract

Respectfully submitted:  
Galen Gillum, 349-7656  
Director of Capital Projects

For information concerning this acquisition, contact: Terry Kader at 349-8729.