



City of Denton

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

AGENDA INFORMATION SHEET

DEPARTMENT: Materials Management

CM: Todd Hileman

DATE: March 6, 2018

SUBJECT

Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager, or his designee, to execute a contract through the Buy Board Cooperative Purchasing Network Contract #516-16 for the acquisition of one (1) Low Boy Trailer for the Streets Department; providing for the expenditure of funds therefor; and providing an effective date (File 6714 - awarded to Holt Texas, LTD, dba Holt Truck Center, in the amount of \$82,610.82).

BACKGROUND

This item is for the purchase of a one 2018, 46' lowboy trailer as a fleet addition for the Streets Department, approved as part of the 2017-2018 Fiscal Year budget. The lowboy trailer will be used to transport heavy equipment to worksites throughout the City of Denton.

Fleet staff obtained three (3) quotes from prospective suppliers of this type of equipment (Exhibit 2). One quote was from a cooperative contract and two are retail price quotes. Fleet Services is recommending the purchase of a model XL 80HFG power folding neck lowboy trailer supplied by the lowest bidder, Holt Truck Center. The lowest quote is offered on Buy Board Cooperative Purchasing Network, contract 516-16.

Pricing obtained through the Buy Board Cooperative Purchasing Network has been competitively bid and meets the statutory requirements of Texas Local Government Code 271.102.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On February 1, 2005, Council approved the interlocal with the Buy Board Cooperative Purchasing Network (Ordinance 2005-034).

RECOMMENDATION

Award a contract for the purchase of one (1) 2018 lowboy trailer to Holt Truck Center, in the amount not to exceed \$82,610.82.

ESTIMATED SCHEDULE OF PROJECT

Delivery of the trailer is estimated to occur within 170 days after receipt of order.

FISCAL INFORMATION

The lowboy trailer will be funded from Streets operating account 810353408.1355.30100 in the amount of \$82,610.82. The budgeted amount for this piece of equipment is \$86,000. Requisition #137378 has been entered in the Purchasing software 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: Tabulation & Quotes

Exhibit 3: Ordinance

Respectfully submitted:
Karen Smith, 349-8436
Purchasing Manager

For information concerning this acquisition, contact: Terry Kader at 940-349-8729