

Late Backup

Item No. 41

Authorize negotiation and execution of three contracts through the Texas Local Government Purchasing Cooperative (BuyBoard) for light duty vehicles with CALDWELL COUNTRY CHEVROLET DBA BABY JACK II AUTOMOTIVE, LTD in an amount not to exceed \$1,106,108, GRAPEVINE DODGE CHRYSLER JEEP, LLC DBA GRAPEVINE DCJ, LLC in an amount not to exceed \$1,373,878, and SILSBEE FORD, INC. in an amount not to exceed \$2,459,840, for a total amount not to exceed \$4,939,826.

1. Backup materials show 115 of the purchases being replacement vehicles, and I would like to know more info on the vehicles being replaced (year, make, model, mileage, miles/gallon, etc.), sorted by department and matched with their anticipated replacement. – Spreadsheet attached
2. Backup also shows that many of the requested vehicles are B20 or E85 fuel capable. If possible, I'd like to have a comparison of miles per gallon for the replaced and replacement vehicles. – Spreadsheet attached
3. Is there anything time sensitive to this RCA? What would be the cons of postponing this item to a later Council meeting? The more I look at and think about this nearly \$5M item, the more questions I have about the "vehicle purchasing process" between Fleet Services and the Office of Sustainability referenced in backup.

Silsbee Ford will institute a price increase on April 1st for orders where the vendor has not received a purchase order by COB 04/01/16. This could result in additional costs to the City in the amount of approximately \$90,000. The quotes for units expire in 90 days after issue. Fleet Services would need to requote the units. This process could require up to thirty days of additional work during a period of time that the department is working on the upcoming budget year requirements for other departments. Finally, the delay would require the replacement unit to be in-service longer than anticipated and could result in additional repairs to keep the unit in drivable condition until the new unit is received.

Fleet Services previously submitted to Council an overview of the fleet unit acquisition process in a memo dated June 15, 2015. If additional information is needed concerning the specific interactions between Fleet Services and the Sustainability Office leading to the specific units being selected for purchase, it can be provided. That memo is attached hereto as reference.

QTY	DEPT	DEPT DESCRIPTION	REPLACEMENT		MODEL	DESCRIPTION	LIFE-TO-DATE			NEW UNIT #	NEW UNIT DESCRIPTION	NEW UNIT MPG	VENDOR	FUEL TYPE
			UNIT	YEAR MAKE			MILEAGE	GALLONS	VEHICLE MPG					
1	1100	Austin Energy	01B246	2001 FORD	F250	FORD F250 PU 2WD 7500GVWR	112,052	11,146.62	10.05	5287809424	FORD F250 SUPER CAB 4WD	12.00	SILSBEE	E85
1	1100	Austin Energy	01B247	2001 FORD	F250	FORD F250 PU 4WD 7500GVWR	145,080	12,985.00	11.17	5287809571	FORD F150 4WD PU 6.5' BED 5.0L FFV	13.00	SILSBEE	E85
1	1100	Austin Energy	02B058	2002 FORD	F250	FORD F250 PU 4WD 7500GVWR	116,494	11,748.80	10.00	5287809425	RAM 3500 CREW CAB 4WD SWB	12.00	Grapevine	BDS
1	1100	Austin Energy	02B062	2002 FORD	F250	FORD F250 PU 4WD 7500GVWR	143,949	11,499.25	12.52	5287809466	FORD F250 SUPER CAB 4WD	12.00	SILSBEE	E85
1	1100	Austin Energy	02G183	2002 FORD	F550	FORD VERSALIFT AT37FT 19500GVWR	221,711	29,105.76	7.62	5287808606	FORD F250 SUPER CAB 4WD	12.00	SILSBEE	E85
1	1100	Austin Energy	02P049	2002 FORD	F450SD	FORD F450SD SVCTRK 2WD 10000GVWR	119,078	16,020.30	7.43	5287809426	RAM 4500 REG. CAB SVCTRK 4WD DRWHL	11.00	Grapevine	BDS
1	1100	Austin Energy	04P458	2004 FORD	F450	FORD F450 SVCTRK 2WD 15000GVWR DSL	175,157	21,184.05	8.27	5287806839	RAM 4500 REG. CAB SVCTRK 4WD DRWHL	11.00	Grapevine	BDS
1	1100	Austin Energy	05B007	2005 FORD	RANGER	FORD RANGER PU 2WD 4500GVWR	158,428	13,510.50	11.73	5287809427	FORD F150 2WD PU	13.00	SILSBEE	E85
1	1100	Austin Energy	05P008	2006 FORD	F450	FORD F450 SVCTRK 2WD 15000GVWR DSL	146,191	16,828.17	8.69	5287809428	RAM 4500 REG. CAB SVCTRK 4WD DRWHL	11.00	Grapevine	BDS
1	1100	Austin Energy	06B073	2006 FORD	F250	FORD F250 EXT PU 4WD 7500GVWR	106,858	11,583.90	9.22	5287809430	RAM 3500 CREW CAB 4WD SWB	12.00	Grapevine	BDS
1	1100	Austin Energy	06B085	2007 FORD	RANGER	FORD RANGER PU 2WD 3900GVWR	148,796	11,673.70	12.75	5287809223	FORD F150 2WD PU	13.00	SILSBEE	E85
1	1100	Austin Energy	06B086	2007 FORD	RANGER	FORD RANGER PU 2WD 3900GVWR	147,624	11,351.80	13.00	5287809431	FORD F150 2WD PU	13.00	SILSBEE	E85
1	1100	Austin Energy	06B087	2007 FORD	RANGER	FORD RANGER PU 2WD 3900GVWR	123,718	10,165.00	12.17	5287809432	FORD F150 2WD PU	13.00	SILSBEE	E85
1	1100	Austin Energy	06B089	2007 FORD	RANGER	FORD RANGER PU 2WD 3900GVWR	136,965	12,025.70	11.39	5287809433	FORD F150 2WD PU	13.00	SILSBEE	E85
1	1100	Austin Energy	06B091	2007 FORD	RANGER	FORD RANGER PU 2WD 3900GVWR	163,064	13,594.40	11.99	5287809434	FORD F150 2WD PU	13.00	SILSBEE	E85
1	1100	Austin Energy	06B095	2006 FORD	F250	FORD F250 EXT PU 4WD 7500GVWR	100,953	12,772.20	7.90	5287809435	FORD F250 SUPER CAB 4WD	12.00	SILSBEE	E85
1	1100	Austin Energy	06N072	2006 FORD	E150	FORD E350 VAN PASS 9100GVWR	121,560	11,520.90	10.55	5287809436	FORD TRANSIT 250 CARGO HIGHTOP DSL	17.00	SILSBEE	BDS
1	1100	Austin Energy	06P036	2007 FORD	F450	FORD F450 SVCTRK 4WD DRWHL 15000GVWR	140,668	16,655.01	8.45	5287809437	RAM 4500 REG. CAB SVCTRK 4WD DRWHL	11.00	Grapevine	BDS
1	1100	Austin Energy	06P037	2007 FORD	F450	FORD F450 SVTRK 4WD DRWHL 15000GVWR	111,202	14,869.54	7.48	5287809438	RAM 4500 REG. CAB SVCTRK 4WD DRWHL	11.00	Grapevine	BDS
1	1100	Austin Energy	06P042	2006 FORD	F350	FORD F350 SVTRK 4WD 15000GVWR DSL	106,500	9,998.02	10.65	5287809439	RAM 3500 SVCTRK 4WD/(SPEC AES350)	12.00	Grapevine	BDS
1	1100	Austin Energy	92B528	1992 DODGE	D150	DODGE D150 PU 2WD 6000GVWR	108,131	5,899.10	18.33	5287808879	FORD F250 SUPER CAB 4WD	12.00	SILSBEE	E85
1	1100	Austin Energy	94A189	1994 CHEVROLET	CAPRICE	CHEV CAPRICE SEDAN PASS 5272GVWR	88,824	5,039.60	17.63	5287809441	CHEVROLET EQUINOX	18.00	Caldwell	E85
1	1100	Austin Energy	95B785	1995 CHEVROLET	C3500	CHEV C3500 EXT PU 9000GVWR	92,513	8,937.60	10.35	9045	FORD F250 SUPER CAB 4WD	12.00	SILSBEE	E85
1	1100	Austin Energy	96A467	1997 CHEVROLET	LUMINA	CHEV LUMINA SEDAN PASS FWD 4441GVWR	79,772	2,662.00	20.00	5287808911	CHEVROLET EQUINOX AWD	17.00	Caldwell	E85
1	1600	Code Compliance	06B050	2007 FORD	RANGER	FORD RANGER PU 2WD 3900GVWR	69,323	4,890.70	14.17	5287809362	FORD F150 SUPERCAB 2WD SBED PU	13.00	SILSBEE	E85
1	1600	Code Compliance	06B055	2007 FORD	RANGER	FORD RANGER PU 2WD 3900GVWR	69,801	4,798.20	14.55	5287809361	FORD F150 SUPERCAB 2WD SBED PU	13.00	SILSBEE	E85
1	1600	Code Compliance	06B057	2007 FORD	RANGER	FORD RANGER PU 2WD 3900GVWR	44,442	3,260.20	13.63	5287809367	FORD F150 SUPERCAB 2WD SBED PU	13.00	SILSBEE	E85
1	1600	Code Compliance	07B174	2007 FORD	RANGER	FORD RANGER PU 2WD 3900GVWR	75,242	4,491.70	16.75	5287809365	FORD F150 SUPERCAB 2WD SBED PU	13.00	SILSBEE	E85
1	1600	Code Compliance	07B366	2007 FORD	RANGER	FORD RANGER PU 2WD 3900GVWR	61,391	3,667.60	16.74	5287809364	FORD F150 SUPERCAB 2WD SBED PU	13.00	SILSBEE	E85
1	1600	Code Compliance	07B367	2007 FORD	RANGER	FORD RANGER PU 2WD 3900GVWR	64,751	4,353.40	14.87	5287809363	FORD F150 SUPERCAB 2WD SBED PU	13.00	SILSBEE	E85
1	1600	Code Compliance	08B821	2008 DODGE	DAKOTA	DODGE ND1M33 PU 6010GVWR FLEX	55,326	4,306.30	12.85	5287809366	FORD F150 SUPERCAB 2WD SBED PU	13.00	SILSBEE	E85
1	2200	Austin Water Utility	00B148	2000 FORD	F150	FORD F150 PU 4WD 7700GVWR UNL	104,252	10,596.00	9.84	5287809377	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85
1	2200	Austin Water Utility	00B307	2000 FORD	RANGER	FORD RANGER PU 4WD 4400GVWR	117,752	8,948.10	13.16	5287809351	CHEVROLET EQUINOX	18.00	Caldwell	E85
1	2200	Austin Water Utility	00N165	2000 FORD	E250 ECONOLI	FORD E250 VAN PANEL 7500GVWR	136,827	14,819.40	9.23	5287809380	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85
1	2200	Austin Water Utility	01B162	2000 FORD	F250	FORD F250SD PU 2WD 8800GVWR	112,309	11,609.80	9.67	5287809375	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85
1	2200	Austin Water Utility	01B166	2000 FORD	F250	FORD F250SD PU 2WD 8800GVWR	126,407	13,714.10	9.22	5287809379	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85
1	2200	Austin Water Utility	01B636	2001 FORD	F250	FORD F250SD PU 2WD 8800GVWR	160,731	12,603.28	12.75	5287809378	FORD F150 SUPER CAB 4WD	13.00	SILSBEE	E85
1	2200	Austin Water Utility	01B637	2001 FORD	F250	FORD F250SD PU 2WD 8800GVWR	164,119	14,495.40	11.32	5287809373	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85
1	2200	Austin Water Utility	01B639	2001 FORD	F250	FORD F250SD PU 2WD 8800GVWR	108,578	12,077.70	8.99	5287809376	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85
1	2200	Austin Water Utility	07B208	2007 CHEVROLET	2500HD	CHEV K3500HD PU 11000GVWR	116,211	15,045.10	7.72	5287809374	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85
1	2200	Austin Water Utility	94B084	1994 FORD	F250	FORD F250 PU 2WD 7500GVWR	86,043	9,021.22	9.54	5287809345	RAM 2500 CREW 4X4 60CA GN TL	13.00	Grapevine	BDS
1	2200	Austin Water Utility	95A840	1995 FORD	BRONCO	FORD EXPLORER SUV PASS 4WD 4684GVWR	94,726	5,690.72	16.65	5287809006	CHEVROLET EQUINOX	18.00	Caldwell	E85
1	2200	Austin Water Utility	96A063	1996 JEEP	CHEROKEE	CHRY JEEP SUV PASS 4WD 4900GVWR	75,751	9,467.40	10.00	5287809346	CHEVROLET EQUINOX	18.00	Caldwell	E85
1	2200	Austin Water Utility	96P130	1996 FORD	F450SD	FORD F450 SVCTRK 15000GVWR	118,877	17,966.20	6.62	5287808899	RAM 5500 SERVICE TRUCK	10.00	Grapevine	BDS
1	2200	Austin Water Utility	97B691	1997 FORD	F250	FORD F250HD PU 2WD 7500GVWR	60,981	8,740.20	6.98	5287809372	FORD F150 SUPER CAB 4WD	13.00	SILSBEE	E85
1	2300	Austin Water Utility	01B638	2001 FORD	F250	FORD F250SD PU 2WD 8800GVWR	113,184	13,270.30	8.53	5287809391	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85
1	2300	Austin Water Utility	04N634	2004 FORD	E350	FORD E350 VAN PANEL 9000GVWR	128,256	12,903.30	9.94	5287809392	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85
1	2300	Austin Water Utility	05P005	2006 FORD	F450	FORD F350 SVCTRK 2WD 13000GVWR DSL	171,734	17,798.30	9.65	5287809400	RAM 5500	10.00	Grapevine	BDS
1	2300	Austin Water Utility	08P176	2008 FORD	F350	FORD F350 SVCTRK 10000GVWR	86,417	12,155.90	7.11	5287809394	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85
1	2300	Austin Water Utility	08P274	2008 FORD	F350	FORD F350 SVCTRK 2WD 15000GVWR DSL	105,037	13,995.70	7.50	5287809393	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85
1	2300	Austin Water Utility	09A165	2009 FORD	ESCAPE	FORD ESCAPE SUV PASS 2WD 4720GVWR HYBRID	75,712	3,065.80	24.70	5287809220	FORD TRANSIT CONNECT	17.00	SILSBEE	E85
1	2300	Austin Water Utility	94B074	1994 FORD	F150	FORD F150 PU 2WD 6000GVWR	219,975	14,481.55	15.19	5287809390	FORD TRANSIT CONNECT	17.00	SILSBEE	E85
1	2300	Austin Water Utility	94B085	1994 FORD	F250	FORD F250 PU 2WD 7500GVWR	106,287	13,168.66	8.07	5287809389	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85
1	2300	Austin Water Utility	94B090	1994 FORD	F250	FORD F250 PU 2WD 7500GVWR	77,866	12,696.53	10.00	5287809386	CHEVROLET EQUINOX	18.00	Caldwell	E85
1	2300	Austin Water Utility	96B145	1996 DODGE	1500	DODGE 1500 EXT PU 2WD 6000GVWR	98,493	14,380.10	6.85	5287807748	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85
1	2300	Austin Water Utility	96B167	1996 DODGE	2500	DODGE 2500 PU 2WD 7500GVWR	57,215	4,670.40	12.25	5287809401	RAM 5500	10.00	Grapevine	BDS
1	2300	Austin Water Utility	97P704	1997 FORD	F450SD	FORD F450 SVCTRK 2WD 15000GVWR DSL	169,935	16,419.80	10.35	5287809399	RAM 5500	10.00	Grapevine	BDS

QTY	DEPT	DEPT DESCRIPTION	REPLACEMENT			DESCRIPTION	LIFE-TO-DATE		MILEAGE	GALLONS	VEHICLE MPG	NEW UNIT #	NEW UNIT DESCRIPTION	NEW UNIT MPG	VENDOR	FUEL TYPE
			UNIT	YEAR	MAKE		MODEL									
1	2300	Austin Water Utility	98N207	1998	FORD	ECONOLINE	FORD E250 VAN PANEL 7300GVWR	138,995	12,767.77	10.89	5287809385	FORD TRANSIT CONNECT	17.00	SILSBEE	E85	
1	2400	Austin Transportation	00P913	2000	FORD	F450SD	FORD F450SD SVCTRK 2WD 15000GVWR	157,960	31,910.96	4.95	5287809480	RAM 4500 DSL SIGN UTILITY TRK	11.00	Grapevine	BDS	
1	2400	Austin Transportation	98A676	1998	PONTIAC	GRAND AM	PONTIAC GRAND AM SEDAN PASS 4200GVWR	70,202	3,481.70	12.00	5287804527	FORD EXPLORER 4WD	14.00	SILSBEE	E85	
1	5300	Development Services Department	00A149	2000	FORD	EXPLORER	FORD EXPLORER SUV PASS 4WD 5340GVWR	117,926	7,533.20	15.65	5287809494	FORD EXPLORER 4WD	14.00	SILSBEE	E85	
1	5300	Development Services Department	00A150	2000	FORD	EXPLORER	FORD EXPLORER SUV PASS 4WD 5340GVWR	118,224	7,859.10	15.04	5287809495	FORD EXPLORER 2WD	15.00	SILSBEE	E85	
1	5300	Development Services Department	00A151	2000	FORD	EXPLORER	FORD EXPLORER SUV PASS 4WD 5340GVWR	128,439	9,050.00	14.19	5287809496	FORD EXPLORER 2WD	15.00	SILSBEE	E85	
1	5300	Development Services Department	02B034	2002	FORD	RANGER	FORD RANGER PU 2WD 3900GVWR	160,582	10,232.30	15.69	5287808259	CHEVROLET EQUINOX	18.00	Caldwell	E85	
1	5300	Development Services Department	05B013	2005	FORD	RANGER	FORD RANGER PU 2WD 3900GVWR	162,414	10,293.70	15.78	5287808260	CHEVROLET EQUINOX	18.00	Caldwell	E85	
1	5300	Development Services Department	08B778	2008	DODGE	DAKOTA	DODGE ND1M33 PU 6010GVWR FLEX	119,431	8,527.00	14.01	5287809470	CHEVROLET EQUINOX	18.00	Caldwell	E85	
1	5300	Development Services Department	08B784	2008	DODGE	DAKOTA	DODGE DAKOTA PU 6010GVWR FLEX	96,569	7,176.60	13.46	5287808979	CHEVROLET EQUINOX	18.00	Caldwell	E85	
1	5300	Development Services Department	09A144	2009	FORD	ESCAPE	FORD ESCAPE SUV PASS 2WD 4720GVWR HYBRID	67,372	3,084.10	21.84	5287809491	CHEVROLET EQUINOX	18.00	Caldwell	E85	
1	5300	Development Services Department	98B136	1998	FORD	F250	FORD F250 PU 2WD 6950GVWR LPG	154,509	12,889.52	11.99	5287809492	CHEVROLET EQUINOX	18.00	Caldwell	E85	
1	5300	Development Services Department	99A763	1999	CHEVROLET	TAHOE	CHEV TAHOE SUV PASS 4WD 6270GVWR	130,970	9,890.20	13.24	5287809497	FORD EXPLORER 2WD	15.00	SILSBEE	E85	
1	5300	Development Services Department	99B709	1999	FORD	F150	FORD F150 PU 2WD 6000GVWR LPG	143,993	15,264.60	9.43	5287809493	CHEVROLET EQUINOX	18.00	Caldwell	E85	
1	6030	Public Works	01B603	2001	FORD	F150	FORD F150 PU 2WD 6000GVWR LPG	95,206	12,061.06	7.89	5287809326	CHEVROLET EQUINOX	18.00	Caldwell	E85	
1	6030	Public Works	01B606	2001	FORD	F150	FORD F150 PU 2WD 6000GVWR LPG	122,282	11,754.80	10.40	5287808353	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85	
1	6030	Public Works	01B609	2001	FORD	F150	FORD F150 PU 2WD 6000GVWR LPG	113,484	13,855.40	8.19	5287808354	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85	
1	6030	Public Works	01B611	2001	FORD	F150	FORD F150 PU 2WD 6000GVWR LPG	88,490	9,755.30	9.07	5287809327	CHEVROLET EQUINOX	18.00	Caldwell	E85	
1	6030	Public Works	01B612	2001	FORD	F150	FORD F150 PU 2WD 6000GVWR	114,928	12,261.20	9.37	5287808455	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85	
1	6030	Public Works	01B663	2001	FORD	F150	FORD F150 PU 2WD 6000GVWR LPG	87,937	9,836.20	8.94	5287809328	CHEVROLET EQUINOX	18.00	Caldwell	E85	
1	6030	Public Works	06B045	2006	FORD	F250	FORD F250 PU 2WD 7050GVWR	109,599	9,496.64	11.54	5287809325	CHEVROLET EQUINOX	18.00	Caldwell	E85	
1	6300	Watershed Protection	01B651	2001	FORD	F150	FORD F150 PU 2WD 6000GVWR LPG	130,501	12,092.10	10.79	5287809451	FORD F150 SUPER CAB 2WD	13.00	SILSBEE	E85	
1	6300	Watershed Protection	03B565	2004	FORD	F150	FORD F150 PU 7700GVWR LPG	77,693	9,186.50	8.46	5287809461	RAM 5500 PLTFM 2.5 DUMP	10.00	Grapevine	BDS	
1	6300	Watershed Protection	04Q663	2004	FORD	F450	FORD F450 PLTFM TRK 2WD 15000GVWR	110,569	12,327.50	8.97	5287809555	RAM 5500 PLTFM 2.5 DUMP	10.00	Grapevine	BDS	
1	6300	Watershed Protection	13A364	2013	FORD	E350	FORD E350 VAN 15 PASS 9100GVWR E85	6,889	669.10	10.30	5287809545	FORD TRANSIT CONNECT WAGON	16.00	SILSBEE	E85	
1	6300	Watershed Protection	97A608	1997	FORD	EXPEDITION	FORD EXPEDITION SUV PASS 2WD 5010GVWR	114,690	8,095.30	14.17	5287809552	CHEVROLET EQUINOX	18.00	Caldwell	E85	
1	6300	Watershed Protection	98A111	1998	FORD	EXPEDITION	FORD EXPEDITION SUV PASS 4WD 7300GVWR	93,632	6,796.40	13.78	5287809448	CHEVROLET EQUINOX	18.00	Caldwell	E85	
1	6300	Watershed Protection	99B742	1999	FORD	F250	FORD F250 PU 4WD 7700GVWR LPG	96,129	8,383.33	11.47	5287809453	FORD F250 CREW CAB 4WD	12.00	SILSBEE	E85	
1	7500	Building Services	94N100	1994	GMC	MISC	GMC G3500 VAN PANEL 7500GVWR	110,553	11,826.85	9.35	5287809512	FORD TRANSIT CONNECT VAN XL 105"	16.00	SILSBEE	E85	
1	7500	Building Services	98A173	1998	FORD	E150	FORD E150 VAN PASS 7000GVWR	117,931	10,281.40	11.47	5287809511	FORD TRANSIT 150 LOW ROOF 130" -	16.00	SILSBEE	E85	
1	7800	Fleet Services	00P756	2000	CHEVROLET	C31403	CHEV C3500HD SVCTRK 15000GVWR	112,541	19,744.54	5.70	5287809514	CHEVROLET C3500HD SVCTRK 15000GVWR	12.00	Caldwell	BDS	
1	7800	Fleet Services	03B129	2003	FORD	F150	FORD F150 PU 2WD 7700GVWR LPG	187,385	17,781.40	10.54	5287809515	FORD F150 SUPERCREW 2WD	13.00	SILSBEE	E85	
1	7800	Fleet Services	06B108	2006	CHEVROLET	C2500	CHEV C2500 PU 9200GVWR LPG	53,397	4,845.50	11.02	5287808703	RAM 2500 CREW SB	13.00	Grapevine	BDS	
1	7800	Fleet Services	86J479	1986	LINCOLN	SA-200F-163	LINCOLN TRIMNT WELDER		284.40		5287809513	FORD EXPLORER 2WD	15.00	SILSBEE	E85	
1	7800	Fleet Services	99A797	1999	FORD	TAURUS	FORD TAURUS SEDAN PASS 4687GVWR	103,051	5,377.10	19.16	5287809215	FORD TAURUS SEDAN PASS 4687GVWR	18.00	SILSBEE	E85	
1	8100	ABIA	04B588	2004	FORD	F250	FORD F250 EXT PU 2WD 9000GVWR	156,783	13,450.60	11.66	5287809356	CHEVROLET EQUINOX	18.00	Caldwell	E85	
1	8100	ABIA	05A021	2006	FORD	ESCAPE	FORD ESCAPE SUV PASS 2WD 4760GVWR HYBRID	156,118	7,638.00	20.44	5287809360	CHEVROLET EQUINOX	18.00	Caldwell	E85	
1	8100	ABIA	05B014	2005	CHEVROLET	C2500	CHEV K2500 EXT PU 9000GVWR LPG	167,721	20,029.00	8.37	5287809355	CHEVROLET K1500 CREW SBED PU (YELLOW)	14.00	Caldwell	E85	
1	8100	ABIA	06A034	2006	FORD	ESCAPE	FORD ESCAPE SUV PASS 2WD 4680GVWR HYBRID	211,188	9,207.40	22.94	5287809358	CHEVROLET EQUINOX	18.00	Caldwell	E85	
1	8100	ABIA	06A037	2006	FORD	ESCAPE	FORD ESCAPE SUV PASS 2WD 4680GVWR HYBRID	101,467	3,866.60	26.24	5287809354	CHEVROLET EQUINOX	18.00	Caldwell	E85	
1	8100	ABIA	07A219	2008	FORD	ESCAPE	FORD ESCAPE SUV PASS 2WD 4680GVWR HYBRID	83,069	3,604.40	23.05	5287809359	CHEVROLET EQUINOX	18.00	Caldwell	E85	
1	8100	ABIA	96S880	1996	FORD	RANGER	FORD RANGER PU 2WD 3900GVWR	144,320	2,949.90	14.00	5287808851	CHEVROLET K1500 CREW SBED PU (YELLOW)	14.00	Caldwell	E85	
1	8100	ABIA	97S882	1997	FORD	EXPLORER	1997 FORD EXPLORER	66,794	4,039.80	16.53	5287809357	CHEVROLET K1500 CREW SBED PU (WHITE)	14.00	Caldwell	E85	
1	8600	PARD	00B803	2000	FORD	F150	FORD F250 PU 2WD 7700GVWR LPG	186,719	22,731.30	8.21	5287809537	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85	
1	8600	PARD	00P730	2000	FORD	F250 SD	FORD F250 SVCTRK 8600GVWR	151,767	16,604.00	9.14	5287809533	FORD F250 SUPER CAB 2WD SVC TRK	12.00	SILSBEE	E85	
1	8600	PARD	01B650	2001	FORD	F250	FORD F250 EXT PU 2WD 9200GVWR	115,223	14,889.90	7.74	5287808907	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85	
1	8600	PARD	01B692	2001	FORD	F350	FORD F350 PU 2WD 8800GVWR	114,387	14,014.00	8.16	5287809540	RAM 3500 CREWCAB DSL	14.00	Grapevine	BDS	
1	8600	PARD	01P212	2001	FORD	F250 SD	FORD F250 SVCTRK 8600GVWR	117,215	12,326.70	9.51	5287809542	FORD F250 SUPER CAB 2WD SVC TRK	12.00	SILSBEE	E85	
1	8600	PARD	05C096	2005	FORD	CROWN VICTOR	FORD CROWN SEDAN PASS 5251GVWR	114,502	9,078.60	12.61	5287809541	FORD EXPLORER 2WD	15.00	SILSBEE	E85	
1	8600	PARD	85N851	1985	FORD	E150	FORD E150 VAN PANEL 6000GVWR	59,324	2,787.70	21.28	5287804611	CHEVROLET EQUINOX	18.00	Caldwell	E85	
1	8600	PARD	96P174	1996	DODGE	BR2L62	DODGE R2500 SVCTRK 8600GVWR LPG	125,776	13,861.90	9.07	5287809532	FORD F250 SUPER CAB 2WD SVC TRK	12.00	SILSBEE	E85	
1	8600	PARD	96P176	1996	DODGE	BR2L62	DODGE R2500 SVCTRK 8600GVWR LPG	120,481	13,224.00	9.11	5287808895	FORD F250 SUPER CAB 2WD SVC TRK	12.00	SILSBEE	E85	
1	8600	PARD	99B760	1999	CHEVROLET	C3500	CHEV C3500 EXT PU 2WD 9000GVWR	187,100	24,600.43	7.61	5287809536	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85	
1	9100	HHS	00A146	2000	CHEVROLET	ASTRO	CHEV ASTRO VAN PASS 5950GVWR	108,700	7,580.20	14.34	5287809469	FORD TRANSIT CONNECT	17.00	SILSBEE	E85	
1	9100	HHS	00B192	2000	FORD	F150	FORD F150 PU 2WD 6000GVWR LPG	123,999	12,335.50	10.05	5287809467	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85	
1	9100	HHS	96B153	1996	DODGE	1500	DODGE 1500 EXT PU 2WD 6000GVWR	91,218	7,434.00	12.27	5287809468	FORD F150 CREW CAB 2WD	13.00	SILSBEE	E85	
1	9300	EMS	10A029	2010	CHEVROLET	TAHOE	CHEV TAHOE SUV 4DR 2WD FLEX	96,589	6,237.94	15.48	5287809591	Ford Explorer Police AWD	14.00	SILSBEE	E85	

QTY	DEPT	DEPT DESCRIPTION	REPLACEMENT			LIFE-TO-DATE		NEW UNIT #	NEW UNIT DESCRIPTION	NEW UNIT MPG	VENDOR	FUEL TYPE		
			UNIT	YEAR	MAKE	MODEL	DESCRIPTION						MILEAGE	GALLONS
1	9300	EMS	12A035	2012	CHEVROLET	TAHOE	CHEV TAHOE SUV PURSUIT 4DR 2WD GVWR6700	58,359	4,764.23	12.25	5287809592 Ford Explorer Police AWD	14.00	SILSBEE	E85



TO: Mayor and Council

FROM: Gerry Calk, Fleet Officer

DATE: June 11, 2015

SUBJECT: Vehicle and Equipment Purchasing Process

Background:

Prior to 2003, individual departments were responsible for determining their vehicle and equipment needs and submitting their requests to the Purchasing Office for acquisition. While the Fleet Department was responsible for the repair and maintenance of these units, they had little or no say in the acquisition process. The result was a rapidly expanding fleet that was poorly planned (i.e. over engineered, costly/hard to get parts, excessive downtime), vehicles and equipment being replaced that had not met its economic life (i.e. vehicles showing up at auction with 30,000 miles on them). Consequently, the City Manager directed the Fleet Department to manage all vehicle and equipment acquisitions. This directive allowed decisions about vehicle/equipment purchases to no longer be made in isolation, but in the context of the fleet as a whole.

Current Process:

Identification: As it enters the fleet each unit is given an estimated useful life (life cycle) based on age, miles, fuel use, or in some cases regulatory requirements; this criteria is entered into our M5 Fleet Management System, and is tracked throughout the life of the unit. When a vehicle reaches this life cycle milestone, an automated notification goes out to the using department to bring the unit into a Fleet Service Center for a replacement inspection.

Determination: When the unit is brought into the assigned service center for its replacement inspection, it is given a physical inspection for overall condition. Additionally, the Service Center Manager will review the maintenance history including overall costs, downtime and any issues brought forward by the customer department. Upon completion of the inspection, the manager makes a determination as to whether the unit should be replaced, or the life extended.

Notification: As the units meet these milestones and are determined through this inspection process to be in need of replacement, they are marked in the M5 Fleet Management System. In April of each year the accumulated list along with estimated replacement cost is presented to the affected customer departments so that they can incorporate this data into their proposed budget.

Specifications: During the month of May, Fleet Service Department staff meets with the customer departments to go over the list to determine if the customer department still needs a

replacement unit, and if so, any specifications or special needs they may have to meet their operational missions. It is also at this time that the customer departments bring forward any additional vehicles or equipment they will need (i.e. new employees, special projects, Council directives, etc.). Once this has been determined, Fleet along with the Sustainability Office work together to ensure that new purchases are in line with Council Resolution 20070215-023. With this resolution, the goal of new vehicle purchasing is "right size" the unit, and to maximize the purchase of alternative fuel, hybrid, and electric vehicles, maximize the diversity of the fleet, maximize vehicle efficiency, and minimize lifecycle costs. The strategy is implemented through a two-step review process; first a determination of operational need (qualitative) and second a cost benefit analysis (quantitative). The operational need or qualitative assessment ensures that the vehicle or equipment is needed, that the vehicle being purchased is optimized to meet the operational needs of the customer department, and that the vehicle purchased is the right size/class of vehicle to purchase, and if an alternative fuel/hybrid/electric is available for purchase. Next, the cost benefit or quantitative analysis compares potential vehicles in terms of initial cost, lifetime fuel cost, environmental impact, maintenance cost, depreciation, and resale value. The Office of Sustainability completes an Annual Cost Benefits Analysis report that takes a snapshot of existing technology for differing vehicle classes that can be applied to each purchasing decision.

Finalized list: Once specifications are determined, individual forms containing the specific unit and all required options are sent to the customer department. All replacement units require the signature of the Fleet Officer as well as the requesting customer Department Director. Customer departments that require additional units (i.e. annexation, new employees, etc.) must get the signature of the Fleet Officer, the customer Department Director and the ACM of the impacted department. Only requests that have all required signatures will be processed.

Concurrently, Fleet Services Department is working closely with the Budget Department to continue to refine and finalize the acquisition list, and ensure that appropriate funding is included in the final budget presented to Council for approval.

Solicitation Process: After Council approves the budget and all signed forms are returned to Fleet the process of buying vehicles and equipment begins on October 1st. The majority of unit purchases are through cooperative purchase agreements in compliance with the Texas Local Government Code Chapter 271, Subchapter F, Cooperative Purchasing Program. Use of this program satisfies the competitive bidding requirements of state law, significantly reduces internal administrative costs, and allows the City to take advantage of volume discount pricing and expedited placement of orders. The acquisition team along with the Purchasing Office conducts a cost and best value analysis to identify the best price and best value among the available alternatives for the City. In addition, each purchase is reviewed for subcontracting opportunities to determine if goals will be established in accordance with City Code Chapter 2-9D Minority Owned and Women Owned Business Enterprise Procurement Program.

Recommendation for Council Action (RCA): Vehicles and equipment are usually sorted into four major RCA packages (Public Safety, Medium/Heavy duty, Light duty, and Special Equipment) that begin in October and run through April or May. The City purchases an average of 400 units per year. If purchased individually, this would severely impact the Council agenda on most Council dates and would result in delays in getting the needed units into service (i.e. some units may take a year or more to build and deliver after the Purchase Order is placed with the vendor). Placing them together in packages of like units, also allows for more transparency since

stakeholders can see at a glance what is being purchased. Additionally, the ability to buy like units in bulk allows the City to comply with manufacturer's build date cut offs and in most cases avoid the additional cost associated with having to purchase the next model year. Special circumstances may require deviation from the plan due to the Boards and Commissions process or other delays in obtaining final Council approval of RCAs. Upon approval of RCA's by the Council, final purchase orders are placed with vendors and delivery dates planned.