



# **INFORMATION MEMORANDUM**

TO: Mayor and City Council

FROM: Kevin Muenchow, Fleet and Facilities Director

DATE: December 10, 2019

SUBJECT: Purchase of One Medium Duty Vehicle

The FY2019-20 Fixed Asset Fund includes \$58,000 for an additional medium duty truck for the Parks and Recreation Department. This truck is for a newly established construction crew to focus on construction projects with a longer term savings to the City versus contracting out the work to be completed.

The City of Farmers Branch requested a quotation from the Good Buy Purchasing Program for \$57,849. City Administration evaluated the quotation as to meeting specifications and desire to award the purchase of the vehicle to Silsbee Ford.

The truck will be a 2020 Ford F450 Utility Body truck, which is similar to the pictures below of an existing City vehicle. This truck will be storing and hauling tools, equipment, and building material as needed for project. It will also be towing a trailer with the City's skid steer loader as needed for projects.

