



MEMORANDUM

ADMINISTRATION

To: Honorable Mayor and Members of the City Council

Through: Benjamin Williamson, City Manager

From: Kevin Reinartz, Fleet Operations Manager

CC: Jawaria Tareen, Deputy City Manager; Tammy Zimmerman, Director Finance, Fleet, and Facilities

Date: April 22, 2025

Subject: Resolution No. 2025-052 – Fleet Vehicle Purchase

BACKGROUND:

We are requesting the approval to purchase an addition to the fleet for the Parks Maintenance Department in the amount of \$90,060, this was approved on April 1st, 2025, by Resolution No. 2025-23

- Parks Maintenance Department:
 - 2025 Ford F350 Crew Cab w/ Utility Body
 - Vendor – Rush Truck, Buy Board Contract #724-23
 - Will be used as a Parks Maintenance crew truck to support the Mercer Crossing Landscape Maintenance Agreement. The price included upfit.

We are also requesting the approval to purchase additional vehicles to the fleet for the Animal Services Division, and Streets Division that were approved as a part of the FY-2023/2024 budget process. In the total amount of \$107,057.79 (Budgeted \$100,000) excess funds will come from savings on FY-2024/2025 Fleet Replacement Fund.

- Public Works – Streets Department:
 - 2024 Ford F150 – \$50,807.79 (\$50,000 Budgeted)
 - Vendor – Sam Pack Ford, H-GAC Contract #VE05-24
 - Will be used as an Inspector vehicle, price includes upfit.
- Animal Services:
 - 2025 Chevrolet Tahoe - \$56,250 (Budgeted \$50,000)
 - Vendor – Reliable Chevrolet, TIPS contract #230404
 - Will be used as a departmental vehicle, as well as a climate-controlled animal transport vehicle. No upfit is required.

We are also requesting the approval to purchase replacement vehicles for the Police, Public Works, and Fire Departments. These vehicles are due for replacement following the fleet replacement guidelines and were approved as a part of the FY-2024/2025 budget process in the total amount of \$888,189.36 (\$1,050,000 Budgeted - Savings of \$161,810.64).

- Police Department: Total = \$140,825.41 (\$210,000 Budgeted, Savings of \$69,174.59)

- 2025 Chevrolet Traverse - \$38,434 (\$75,000 Budgeted)
 - Vendor – Reliable Chevrolet, TIPS Contract #230404
 - Will be used by the Investigations Division for Detective work.
 - Replaces Unit #31001 – 2008 Ford F150 w/ 110,000 miles that has been in service for 16 years, 11 months as a Detective vehicle.
- 2025 Ford F150 - \$47,604 (\$75,000 Budgeted)
 - Vendor – Rush Truck, BuyBoard Contract #724-23
 - Will be used by the Investigations Division for Detective work.
 - Replaces Unit #31002 – 2008 Ford F150 w/ 115,000 miles that has been in service for 16 years, 11 months as a Detective vehicle.
- 2024 Ford Expedition - \$54,787.41 (\$60,000 Budgeted)
 - Vendor – Sam Pack Ford, BuyBoard Contract #724-23
 - Will be used as a recruitment vehicle, as well as a departmental vehicle for travel to training.
 - Replaces Unit #32195 – 2006 Nissa Titan PU w/ 192,000 miles that is used as a recruitment vehicle for the Department.
- Public Works: Total = \$547,218.16 (\$600,000 Budgeted, Savings of \$52,781.84)
 - Public Works – Streets Department
 - 2024 Ford F250 - \$57,249.40 (\$60,000 Budgeted)
 - Vendor – Sam Pack Ford, H-GAC Contract #VE05-24
 - Will be used by the Streets Supervisor, upgraded to $\frac{3}{4}$ ton vehicle to accommodate the Brine/Sand spreader for winter weather prep. Price includes upfit, Fleet Service Department will transfer existing spreader equipment.
 - Replaces Unit #27005 – 2008 Ford F150 w/ 80,000 miles, that has been in service for 16 years, 10 months as a Streets Supervisor vehicle.
 - 2025 Ford F550 LD Dump - \$88,269.62 (\$100,000 Budgeted)
 - Vendor – Sam Pack Ford, BuyBoard Contract #724-23
 - Will be used as a light duty dump truck for streets operations. Price includes upfit.
 - Replaces Unit #27001 – 2008 Ford F450 1.5 Ton Dump Truck w/ 55,000 miles, that has been in service for 16 years, 10 months as a light duty dump truck.
 - Public Works – Utilities Department:
 - 2024 Ford F150 – \$50,807.79 (\$50,000 Budgeted)
 - Vendor – Sam Pack Ford, H-GAC Contract #VE05-24
 - Will be used as a Utilities Supervisor vehicle. Price includes upfit.
 - Replaces Unit #86310 – 2005 Ford F150 pickup w/ 92,000 miles, that has been in service for 19 years, 9 months as a Utilities Supervisor vehicle.
 - 2024 Ford F150 – \$50,807.79 (\$50,000 Budgeted)
 - Vendor – Sam Pack Ford, H-GAC Contract #VE05-24
 - Will be used as a Utilities Supervisor vehicle. Price includes upfit.
 - Replaces Unit #86181 – 2007 Ford F150 pickup w/ 90,000 miles, that has been in service for 17 years, 9 months as a Utilities Supervisor vehicle.
 - 2025 Ford F350 SRW - \$85,640 (\$90,000 Budgeted)
 - Vendor – Rush Truck, BuyBoard Contract #724-23
 - Will be used as a Utilities Maintenance Crew truck. Price includes upfit.
 - Replaces Unit #86036 – 2012 Ford F350 w/105,000 miles, that has been in service for 13 years as a Utilities Maintenance Crew truck
 - Public Works – Solid Waste Department:
 - 2025 Peterbilt 548 – HD Roll-Off - \$214,443.56 (\$250, 000 Budgeted)
 - Vendor – Rush Truck, BuyBoard Contract #723-23
 - Will be used to haul trash containers for the Solid waste department
 - Replaces Unit #24008 – 2013 Kenworth T470 Roll-Off Truck w/ 170,000 miles, that has been in service for 12 years, 6 months as a HD Roll-Off truck.

- Fire Department: Total = \$200,145.79 (\$240,000 Budgeted, savings of \$39,854.21)
 - 2025 Ford F150 - \$77,185.79 (\$80,000 Budgeted)
 - Vendor – Sam Pack Ford, H-GAC Contract #VE05-24
 - Will be used as the vehicle for Chief 133. Price includes upfit.
 - Replaces Unit #42022 – 2013 Ford F250 w/ 37,000 miles, that has been in service for 11 years, 3 months as a Fire Admin vehicle.
 - 2025 Ford PIU SUV - \$61,480 (\$80,000 Budgeted)
 - Vendor – Sam Pack Ford, H-GAC Contract #VE05-24
 - Will be used as the vehicle for Fire Inspector 134. Price includes upfit.
 - Replaces Unit #42080 – 2007 Ford Explorer w/ 60,000 miles, that has been in service for 17 years, 10 months as a Fire Inspector vehicle.
 - 2025 Ford PIU SUV - \$61,480 (\$80,000 Budgeted)
 - Vendor – Sam Pack Ford, H-GAC Contract #VE05-24
 - Will be used as the vehicle for EMS 134. Price includes upfit.
 - Replaces Unit #42023 – 2013 Ford F150 w/ 50,000 miles, that has been in service for 11 years, 7 months as a Fire Admin vehicle.

DISCUSSION:

City staff obtained multiple quotes for each vehicle type through at least 2 vendors utilizing multiple different cooperative purchasing contracts. Staff has chosen the quotes that offer the best value for the City. Utilizing a cooperative contract drastically reduces the time required to obtain fair pricing for vehicles with trusted vendors.

These vehicle replacements adhere to the established Fleet Replacement Guideline, which recommends replacement at 10 years, 100,000 miles, or 10,000 hours, unless otherwise specified. This guideline is critical for maintaining operational efficiency and fiscal responsibility.

Justification:

- **Adherence to Fleet Replacement Guidelines:** The proposed replacements align with the city's Fleet Replacement Guideline, ensuring timely vehicle turnover. This policy is designed to mitigate escalating maintenance costs, reduce vehicle downtime, and maximize resale value.
- **Cost Efficiency:** Replacing aging vehicles minimizes long-term maintenance expenditures and reduces the frequency of costly repairs.
- **Improved Budget Forecasting:** Consistent adherence to the Fleet Replacement Guideline provides a predictable replacement schedule. This allows for accurate long-term budget forecasting, enabling the city to allocate resources effectively for future vehicle acquisitions and maintenance. By standardizing the replacement process, the city avoids unexpected large capital expenditures and can better plan for the lifecycle costs of its fleet.
- **Enhanced Operational Efficiency:** Newer vehicles offer increased reliability, resulting in higher in-service time and improved departmental responsiveness.
- **Improved Safety and Environmental Performance:** Modern vehicles incorporate advanced safety features and produce lower emissions, contributing to a safer working environment and reduced environmental impact.
- **Fuel Efficiency:** Newer models generally exhibit improved fuel economy, leading to potential cost savings and a reduced carbon footprint.
- **Employee Morale and Retention:** Providing employees with reliable and up-to-date equipment enhances morale, improves job satisfaction, and supports recruitment and retention efforts, ultimately leading to higher quality service delivery to the community.