

**COUNCIL LETTER
CITY OF GALESBURG
FEBRUARY 04, 2019**

AGENDA ITEM: Bid recommendation, two one-ton trucks for Parks & Recreation.

SUMMARY RECOMMENDATION: The City Manager, Director of Parks & Recreation, Parks Superintendent, and Purchasing Agent recommend that the City Council approve the bid in the amount of \$67,946 (including trades) submitted by Courtesy Ford for this purchase.

BACKGROUND: Parks & Recreation currently utilize units #354 and #514. These are both 2008 Ford F250 trucks. These units have served the department well and are in need of replacement this year. Central Garage experience shows that these units start to become problematic with costly repairs at approximately this age and use by the City. As the units are at that point, it is important to replace them so that these two units that serve winter snow removal, among other duties, are readily available and in working order.

A bid request was designed for this purchase and advertised in the Galesburg Register Mail as well as published to the City website, Vendor Registry, and made available to known automobile vendors.

Three bids were received for this purchase as follows:

Bid Tab -Two trucks for parks
Date: 01/23/19

Company	Yemm Ford	Courtesy Ford	Drake-Scruggs Equipment
City State	Galesburg, IL	Davenport, IA	Springfield, IL
		Low and Best Bid	
Combined cost for new trucks	\$81,866.80	\$80,946.00	\$76,538.00
Less Trade offered for #354	-\$6,000.00	-\$7,000.00	-\$1,000.00
Less Trade offered for #514	-\$5,500.00	-\$6,000.00	-\$1,000.00
Net Cost to City	\$70,366.80	\$67,946.00	\$74,538.00
Make	2019 Ford	2019 Ford	2019 Ford
Model	F350XL 4x4	F350 XL 4x4	F350 XL 4x4
Warranty - 3yr/36,000 mile bumper to bumper	Yes	Yes	Yes
Warranty - 5yr/100,000 mile powertrain warranty	Yes	Yes	No - 5yr/60,000

In a review of the bids, the low and best bid came from Courtesy Ford. Courtesy Ford met the bid specifications as requested and submitted the most competitive bid for this purchase. It should be noted that the specifications for these trucks requested F350 equivalent as opposed to F250 equivalent in order to meet the stress of the larger plows being used on this equipment.

BUDGET IMPACT: The are funds budgeted in the Vehicle Replacement Program for this purchase.

SUPPORTING DOCUMENTS: None