

ITEM#: 19
 DATE: 03-14-23
 DEPT: FLEET

COUNCIL ACTION FORM

SUBJECT: PURCHASE OF A UTILITY BODY AND ACCESSORIES ON ONE LIGHT DUTY TRUCK CHASSIS FOR THE TECHNICAL SERVICES DIVISION OF THE ELECTRIC SERVICES DEPARTMENT

BACKGROUND:

The Technical Services Division of the City’s Electric Department provides maintenance and repair of the City’s electric substations. Critical to the work performed by the technicians is a light-duty crew cab truck equipped with a covered utility body, liftgate, and accessories. This truck supports the substation crews by functioning as an onsite workshop with supplies, housing tools, and pulling trailers. In February of 2022 City Council awarded a contract for \$ 55,575.00 to Stew Hansen’s Dodge of Des Moines to purchase a new 2022 RAM 4500 Crew Cab Chassis to replace the City’s 2010 Ford F450 scheduled for replacement in the 2022 fiscal year. The City took delivery of the new chassis on October 6, 2022.

No bids were received for the first bid solicitation for the covered utility body and accessories. The second solicitation resulted in only one bid for the covered utility body, liftgate, and accessories was received as follows:

BIDDER	MAKE	MODEL	YEAR	Total for one Body and Accessories
Hiway Truck Equipment Co. of Fort Dodge, IA	Hughes	Aluminum Custom	2023	\$56,700.00

The bid from Hiway Truck Equipment of Ft Dodge to provide and install one 2023 Hughes, Custom Aluminum covered service body with liftgate and accessories is acceptable and meets the City’s required specifications. Delivery of the completed truck is not expected until after October 2023. **The cost of this project is more than was anticipated. The higher cost is attributed to the specialized utility body and few manufacturers that make it.**

Cost for the covered utility body, liftgate, and accessories \$ 56,700.00

Funding is available for this purchase as follows:

Existing Truck #316 Replacement Funds (February 1, 2023)	\$ 16,434.00
Undesignated Escrow (\$243,000 available)	34,000.00
Salvage Value of equipment being replaced	7,000.00
Available funding	\$ 57,434.00

ALTERNATIVES:

1. Award a contract to Hiway Truck Equipment Co. of Fort Dodge, as the acceptable low bidder to provide and install one 2023 Hughes, Custom Aluminum covered service body with liftgate and accessories in the amount of \$56,700.
2. Reject this bid.

MANAGER'S RECOMMENDED ACTION:

Staff from Fleet Services and Electric Service have thoroughly evaluated this bid and agree that purchasing the chassis will meet the needs of the department. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.