



PARKS, RECREATION & CULTURAL SERVICES
MEMORANDUM #08-2014

DATE: June 9, 2014
TO: Honorable Mayor Joyce Downing and City Council Members
FROM: John Pick, City Manager 
Amanda J. Peterson, Director of Parks, Recreation & Cultural Services 
SUBJECT: CR- 55 - Vehicle Replacement – 15 Passenger Van

RECOMMENDATION

Attached to this memorandum is a Resolution that, if approved, would allow the City Manager to issue a Purchase Order to Barbee's Freeway Ford in the amount of \$29,030.85 for the purchase of a Ford Transit 15 Passenger Van. Staff recommends approval of this Resolution.

BACKGROUND

The Recreation Division budget includes funding for the replacement of one vehicle in 2014. The vehicle is a Ford Transit 15 Passenger Van, which will be assigned to the Recreation Division. In addition, this van will be utilized by the courts for the Juvenile Diversion program, and other departments as needed. The vehicle scheduled for replacement received a score of 13 by Fleet Services. In the current scoring system, a score of 9 or greater indicates "designate for replacement."

As this is a new model vehicle, it was not available through the current state bid. As such, a formal bid process was conducted. Two bids were submitted. Barbee's Freeway Ford was the lowest responsible bidder. A copy of the bid tab for the vehicle is attached to this memorandum. The bid includes the base pricing plus the recommended options.

BUDGET/TIME IMPLICATIONS

The 2014 Recreation Division Capital Outlay budget appropriation is \$30,000, as is shown in the Recreation Operations Division Expenditure Detail. This can be found on page 130 of the 2014 Annual Operating and Capital Improvement Budget.

It is anticipated that delivery of the vehicle will occur by the end of August 2014.

STAFF REFERENCE

Please contact Amanda J. Peterson, Director of Parks, Recreation & Cultural Services at apeterson@northglenn.org or by phone at 303.450.8950 for any further questions.

SPONSORED BY: MAYOR DOWNING

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-55
Series of 2014

Series of 2014

A RESOLUTION TO AUTHORIZE THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO BARBEE'S FREEWAY FORD IN AN AMOUNT NOT TO EXCEED \$29,030.85 FOR THE PURCHASE OF ONE FORD TRANSIT PASSENGER VAN

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The City Manager is hereby authorized to issue a Purchase Order to Barbee's Freeway Ford in an amount not to exceed \$29,030.85 for the purchase of one Ford Transit 15 Passenger Van for the Recreation Division.

DATED at Northglenn, Colorado, this ____ day of _____, 2014.

JOYCE DOWNING
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney