

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Matthew J. Fertal
From: Keith G. Jones
Dept: City Manager
Dept: Public Works
Subject: PURCHASE OF ONE (1)
EQUIPMENT TRAILER
Date: November 27, 2007

OBJECTIVE

To secure City Council authorization to purchase one (1) new equipment trailer.

BACKGROUND

The Public Works Department uses special trailers to transport heavy equipment to worksites throughout the City. The trailer requiring replacement is 20 years old, fully depreciated and qualifies for replacement under current departmental guidelines. In addition, parts are no longer available to repair it.

ANALYSIS

Specifications were prepared and sent to prospective bidders. In response to prescribed bidding procedures, the following four bids were received:

Cook Equipment Co. Fullerton, CA.	\$19,389.62
D3 Equipment Santa Fe Springs, CA.	\$19,698.06
Quinn Company Foothill Ranch, CA.	\$19,954.02
Volvo Construction Equipment Irwindale, CA.	\$20,994.48
Vermeer Pacific Ranch Dominguez, CA.	\$24,405.37

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FINANCIAL IMPACT

The financial impact is \$19,389.62 to the Vehicle Maintenance Equipment Replacement fund. This fund was developed to ensure funding for equipment when the equipment has fully depreciated and is no longer cost effective to maintain.

COMMUNITY VISION IMPLEMENTATION

Dependable safe trailers are essential to assist in providing excellent service for a high quality of life, as outlined in the City of Garden Grove's strategic plan.

RECOMMENDATION

It is recommended that City Council:

- Authorize the Finance Director to issue a purchase order in the amount of \$19,389.62 to Cook Equipment Co. for the purchase of one (1) new trailer.

KEITH G. JONES
Public Works Director

By: Phillip Carter
Equipment Maintenance Supervisor