



HISTORIC  
FRANKLIN  
TENNESSEE


08/26/14

ITEM #12  
WRKS

## MEMORANDUM

August 15, 2014

**TO:** Board of Mayor and Aldermen

**FROM:** Eric S. Stuckey, City Administrator   
Russell Truell, Assistant City Administrator / CFO  
Lisa Clayton, Parks Director  
Brian Wilcox, Purchasing Manager

**SUBJECT:** Consideration of bid award to Neely Coble Co., Inc. of Nashville, TN in the total amount of \$66,577 for one (1) landscape truck for the Parks Department (Purchasing Office Procurement Solicitation No. 2015-007; \$68,000 budgeted to be financed by means of fiscal year 2015 master lease arrangement; Contract No. 2014-0217)

### Purpose

The purpose of this procurement is to purchase one (1) landscape truck for the Parks Department. This equipment would replace truck no. 504 in the Parks Department fleet and would be used to transport mowing equipment on a daily basis. Truck no. 504 is scheduled to be removed from service this current fiscal year.

### Background

The City published on July 24, 2014 a Notice to Bidders in the *Williamson Herald* for a minimum of one (1) new and unused landscape truck for the City's Parks Department. In addition, bid documents were sent on or about the same date directly to twelve (12) potential bidders known or thought to be interested in this solicitation. Bids from two (2) vendors were publicly opened at the bid opening held on August 12, 2014. A tabulation of the bids received for this solicitation is attached.

### Financial Impact

The apparent lowest, most responsive and responsible bid, from Neely Coble Co., Inc. of Nashville, TN, is in the total amount of \$66,577 for a landscape truck. This bid was identified because it is the lowest bid that most closely meets or exceeds the City's intention as expressed and implied by the City's specifications as well as the instructions, terms and conditions pertaining to this procurement solicitation. The City's budget for fiscal year 2015 allocates \$68,000 to be financed by means of fiscal year 2015 master lease arrangement for the purchase of this truck. The \$66,577 bid amount is \$1,423 (2%) under budget.

### Options

In accordance with the bid documents, the City reserves the right to reject any and all bids.

### Recommendation

Staff recommends that the City accept, contingent upon Law Department and City Administrator approval of City Contract No. 2014-0217, the apparent lowest best bid, from Neely Coble Co., Inc. of Nashville, TN, in the total amount of \$66,577 for a landscape truck. Purchasing Manager Brian Wilcox



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is of the opinion that the prepared specifications as distributed allowed for competition among multiple vendors, and that the staff recommendation appears to be made in a fair and impartial manner based upon the bids received.

**Tabulation of Bids\***

|   |  |  |   |  |   |   |                       |   |  |
|---|--|--|---|--|---|---|-----------------------|---|--|
| <b>Purchasing Office Solicitation No.:</b>  |  | 2015-007 (landscape truck for the City's Parks Department )  |   |  |   |   |                       |   |  |
| <b>Notice to Bidders published in the <i>Williamson Herald</i> on:</b>  |  | 7/24/14  |   |  |   |   |                       |   |  |
| <b>Number of vendors that were notified of that responded to this solicitation for bids:</b>  |  | 12 / 2   |   |  |   |   |                       |   |  |
| <b>Date and time bids due and publicly opened:</b>  |  | 8/12/14 2:00 PM  |   |  |   |   |                       |   |  |
| <b>Present at opening of bids:</b>  |  | Jim Cook of Neely Coble Co.; James Bilbo and Brian Walker of the City of Franklin Parks Department; and Dee Settle, Suzanne Ward and Brian Wilcox of the City of Franklin Purchasing |   |  |   |   |                       |   |  |
| <b>Target meeting of BOMA at which recommendation will be considered:</b>   |  | 9/9/14   |   |  |   |   |                       |   |  |
| <b>Bids received from:</b>  |  | <b>Bid No.:</b>  | <b>Does the bid include all required documents?</b> | <b>Year, Make &amp; Model:</b>                                       | <b>Does the bid MOES<sup>1</sup>? / If not, how many exceptions do not MOES<sup>1</sup>?</b>              | <b>Total delivered bid price, per unit:</b> | <b>Payment terms:</b> | <b>Estimated time of delivery after receipt of order:</b> | <b>Bid and bid pricing is valid through:</b> |
| Neely Coble Co., Inc.<br>319 Fesslers Lane<br>P.O. Box 100347<br>Nashville, TN 37224<br>Jim Cook, Sales Representative<br>615/244-8900<br>jjmc@neelycoble.com |  | 1 of 1   | Yes   | 2015 Isuzu NPR NF454 with a 2014 Super Lawn Tech 20' Pro Body System | No / 3<br>(warranties for cab perforation corrosion, towing / roadside assistance and hydraulic cylinder) | \$66,577.00                                 | net 30 days           | 90-120 days   | 10/31/14                                     |
| Super Lawn Trucks<br>1610 Peach Parkway<br>Fort Valley, GA 31030<br>Stewart Earnest, Sales Representative<br>478/822-9704<br>stewart@superlawntrucks.com      |  | 1 of 1   | Yes   | 2014 Isuzu NPR-HD NF454 with a 20' 2014 Morgan/SLT Pro FRP           | No / 3<br>(warranties for cab perforation corrosion, towing / roadside assistance and hydraulic cylinder) | \$67,153.00                                 | due on delivery       | 90-120 days   | 12/15/14                                     |
|   |  |  |   |  |   |   |                       |   |  |
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|   |  |  |   |  |   |   |                       |   |  |

<sup>1</sup>MOES indicates "meet(s) or exceed(s) specifications"

\*Shaded bid is apparent lowest best bid