

August 15, 2014

TO: Board of Mayor and Aldermen

FROM: Eric S. Stuckey, City Administrator
Russell Truell, Assistant City Administrator / CFO
Joe York, Streets Director
Brian Wilcox, Purchasing Manager

SUBJECT: Consideration of bid award to Neely Coble Co., Inc. of Nashville, TN in the total amount of \$59,518 for one (1) landscape truck for the Streets Department (Purchasing Office Procurement Solicitation No. 2015-006; \$48,000 budgeted to be financed by means of fiscal year 2015 master lease arrangement; Contract No. 2014-0216)

Purpose

The purpose of this procurement is to purchase one (1) landscape truck for the Streets Department. This equipment would represent an addition to the Streets Department fleet of vehicles and would be utilized on Mack Hatcher Parkway for Landscape Division operations.

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 Streets 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. A bid from one (1) vendor was 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 \$59,518 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 \$48,000 to be financed by means of fiscal year 2015 master lease arrangement for the purchase of this truck. The \$59,518 bid amount is \$11,518 (24%) over budget. The purchase of this replacement truck will need to be absorbed within the approve FY2015 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. 2014-0216, the apparent lowest best bid, from Neely Coble Co., Inc. of Nashville, TN, in the total amount of \$59,518 for a landscape truck. Purchasing Manager Brian Wilcox



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MEMORANDUM

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*

Purchasing Office Solicitation No.:		2015-006 (landscape truck for the City's Streets Department)						
Notice to Bidders published in the <i>Williamson Herald</i> on:		7/24/14						
Number of vendors that were notified of / that responded to this solicitation for bids:		12 / 1						
Date and time bids due and publicly opened:		8/12/14 2:00 PM						
Present at opening of bids:		Jim Cook of Neely Coble Co.; David Barker of the City of Franklin Streets Department; and Dee Settle, Suzanne Ward and Brian Wilcox of the City of Franklin Purchasing Office						
Target meeting of BOMA at which recommendation will be considered:		9/9/14						
Bids received from:	Bid No.:	Does the bid include all required documents?	Year, Make & Model:	Does the bid MOES ¹ ? / If not, how many exceptions do not MOES ¹ ?	Total delivered bid price, per unit:	Payment terms:	Estimated time of delivery after receipt of order:	Bid and bid pricing is valid through:
Neely Coble Co., Inc. 319 Fesslers Lane P.O. Box 100347 Nashville, TN 37224 Jim Cook, Sales Representative 615/244-8900 jjmc@neelycoble.com	1 of 1	Yes	2015 Isuzu NPR Diesel Crew Cab (NG454) with 2014 WIL-RO Select Series 14' w/ Dovetail	No / 3 (warranties for cab perforation corrosion, towing/roadside assistance and hydraulic cylinder)	\$59,518.00	net 30 days	60 days	10/31/14

¹MOES indicates "meet(s) or exceed(s) specifications"

*Shaded bid is apparent lowest best bid