


## MEMORANDUM

December 2, 2011

**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 Walker Chevrolet, Inc. of Franklin, TN in the total amount of \$36,471.00 for a quantity of one (1) four-door one-ton pickup truck with diesel engine for the Parks Department (Purchasing Office Procurement Solicitation No. 2012-017; \$37,500.00 budgeted in 110-89520-44700 for fiscal year 2012)

### Purpose

The purpose of this procurement is to purchase a quantity of one (1) four-door one-ton pickup truck with diesel engine for the Parks Department. This new truck would be used to haul equipment and tools, and to pull a gooseneck trailer, and would be an expansion to the Parks Department's fleet of vehicles.

### Background

The City published on November 17, 2011 a Notice to Bidders in the *Williamson Herald* for a minimum of one (1) new one-ton pickup truck, and a minimum of one (1) new one-ton flatbed truck. In addition, bid documents were sent on or about the same date directly to ten (10) potential bidders known or thought to be interested in this solicitation. Bids from three (3) vendors were publicly opened at the bid opening held on November 29, 2011. A tabulation of the bids received for this solicitation is attached.

### Financial Impact

The apparent lowest, most responsive and responsible bid, from Walker Chevrolet, Inc. of Franklin, TN, is in the total amount of \$36,471 for a quantity of one (1) four-door one-ton pickup truck with diesel engine. 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 Parks Department budget for fiscal year 2012 allocates \$37,500.00 out of the General Fund for the purchase of a one-ton truck with a utility bed. The Walker Chevrolet bid amount is \$1,029.00 (2.7%) 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 the apparent lowest best bid, from Walker Chevrolet, Inc. of Franklin, TN, in the total amount of \$36,471 for a quantity of one (1) four-door one-ton pickup truck with diesel engine. Purchasing Manager Brian Wilcox 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>		2012-017 (one-ton pickup truck for Parks Department)						
<b>Notice to Bidders published in the Williamson Herald on:</b>		11/17/11						
<b>Number of vendors that were notified of / that responded to this solicitation for bids:</b>		10 / 3						
<b>Date and time bids due and publicly opened:</b>		11/29/11 2:00 PM						
<b>Present at opening of bids:</b>		Randy Mobley of Walker Chevrolet, Tommy Sims of PalFleet Truck Equipment Co.; Kevin Lindsey of the City of Franklin Parks Department; Joe York and Owen Venable of the City of Franklin Streets Department; and Tiffany Wilkins and Brian Wilcox of the City of Franklin Purchasing Office						
<b>Target meeting of BOMA at which recommendation will be considered:</b>		12/13/11						
<b>Bids received from:</b>	<b>Bid No.:</b>	<b>Year, Make &amp; Model:</b>	<b>Does the bid item 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>Warranty durations / mileage limits:</b>	<b>Delivery Terms / Payment Terms:</b>	<b>Estimated time of delivery after receipt of order:</b>	<b>Bid price per unit is valid through:</b>
Golden Circle Ford 1432 Hwy 45 Bypass Jackson, TN 38305 Steven Blackstock, Fleet Manager 731/664-0873	1 of 1	2012 Ford F-350 with pickup bed	No / 3 (drive-train warranty; tire type; rear defogger) (CoF notes no references included)	\$34,910.00	Basic vehicle: 36-mo. / 36,000 m Drive-train: 60-mo. / 60,000 m Towing & roadside assistance: 60-mo. / 60,000 m	FOB destination, freight prepaid / net 30 days	allow 90 days	end of model year
Mid Tenn Ford 1319 Foster Ave. Nashville, TN 37210 Morgan Cairns, Truck Sales 615/259-2050	1 of 1	2012 Ford F-350 with pickup bed	No / 3 (drive-train warranty; tire type; rear defogger) (CoF notes no references, CoF Affidavit of Non-Collusion, Std. Ts&Cs included)	\$46,126.00	Basic vehicle: 36-mo. / 36,000 m Drive-train: 60-mo. / 60,000 m Towing & roadside assistance: 60-mo. / 60,000 m	FOB destination, freight prepaid / net 30 days	120 days	01/31/12
Walker Chevrolet, Inc. 3940 Carothers Parkway Franklin, TN 37067 Randy Mobley, Fleet Manager 615/591-6065	1 of 1	2012 Chevrolet Silverado 3500 HD CK30743 with pickup bed	No / 1 (tire type) (CoF notes no references included)	\$36,471.00	Basic vehicle: 36-mo. / 36,000 m Drive-train: 60-mo. / 100,000 m Towing & roadside assistance: 60-mo. / 100,000 m	FOB destination, freight prepaid / net 30 days	90-120 days	02/28/12

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

\*Shaded bid is apparent lowest best bid