

DATE: April 27, 2017

TO: Michael O. Geisel, P.E.
City Administrator

FROM: James A. Eckrich, P.E. *[Signature]*
Public Works Director / City Engineer

RE: Cargo Van



Jim: Please forward to PPW for review & to provide opportunity to discuss. Sully, May 4/29/2017

On April 19, 2017 the City of Chesterfield City Council voted to proceed with the construction of a compressed natural gas (CNG) fueling station and the purchase of nine CNG trucks. As you know, that project originally included 13 vehicles. However, four of the vehicles (one cargo van and three 1.5 ton trucks) were removed from the project due the lack of bids. As described in the City Council memorandum detailing that project, those four vehicles were scheduled for replacement in 2015-2017 and will still need to be purchased to replace the existing vehicles.

After reviewing these vehicles and the City Budget, it is my recommendation that the City purchase the Cargo Van at this time, and defer the purchase of the three 1.5 ton trucks for one more year. The three 1.5 ton trucks will be included in the Public Works submittal of the 2018 Capital Projects Fund Budget. The Cargo Van, which was originally budgeted within the 2016 General Fund Budget at \$38,000, should be purchased at this time. The Cargo Van will be used by Facility Maintenance personnel, and will replace a 2009 Chevrolet Colorado ½ ton pickup truck. A cargo van is a more appropriate vehicle for facility maintenance, and will allow facility maintenance personnel to stock more tools and equipment, reducing travel time between the City's buildings and facilities.

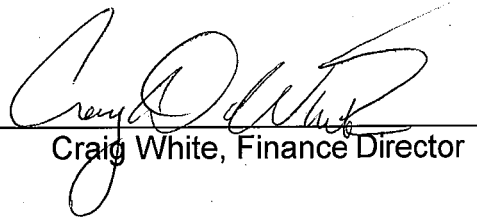
A ¾ ton Chevrolet Express 2500 Cargo Van is contained within the Missouri State Bid at a cost of \$24,312, including options. The Missouri State Bid is a cooperative purchasing program created by the State of Missouri Division of Purchasing to allow governmental agencies to pool purchases in order to obtain the best price possible for vehicles and equipment. The City of Chesterfield uses cooperative purchasing programs whenever possible, in accordance with the City of Chesterfield Purchasing Policy (Chapter V, Section 2).

After carefully reviewing the 2017 Budget, I believe that this Cargo Van can be purchased utilizing existing funds budgeted within the Vehicle Maintenance Division (073) of the General Fund. Accordingly, no transfer from the General Fund – Fund Reserves will be necessary in conjunction with this purchase.

Please note that this Cargo Van was originally planned as a CNG vehicle. However, in consultation with area dealers, the City Staff has found that the CNG package designed for the Cargo Van has not yet been approved. This is likely the reason that no bids were received for the CNG Cargo Van as part of the CNG Project. Accordingly, the Cargo Van requested is a conventional gasoline vehicle. We will continue to analyze CNG / conventional fueling as part

of each vehicle purchase, and make recommendations as to the most appropriate engine based upon that analysis. In this case, it is my recommendation that we proceed with a conventional gas fueled $\frac{3}{4}$ ton Cargo Van.

Concurrence: _____



Craig White, Finance Director

Action Recommended

This matter should be forwarded to the City Council for consideration. Should Council concur with Staff's recommendation, it should authorize the City Administrator to approve a purchase order with Don Brown Chevrolet for the purchase of a $\frac{3}{4}$ ton Chevrolet Express 2500 Cargo Van in an amount not to exceed \$24,312.