



1459 Washington St.
Muscatine, IA 52761-5040
(563) 263-8933
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Public Works

City Transit
263-8152

MEMORANDUM

Equipment Maintenance
Roadway Maintenance
Collection & Drainage
Building & Grounds
Engineering

To: Mayor and City Council Members
CC: Gregg Mandsager, City Administrator
FROM: Brian Stineman, Public Works Director
DATE: February 14, 2018
RE: Request Approval for Purchase of Service Van for Building & Grounds

INTRODUCTION:

During the 2018/2019 budget process, Building and Grounds was granted \$25,000.00 for the purchase of a used service van. At this time Kreiger's of Muscatine has on their lot a new 2018 service van and quoted a price to the City of Muscatine of \$23,890.

BACKGROUND:

Building and Grounds uses service vans to carry tools and equipment to multiple locations to make repairs and deliver supplies to almost all city-owned buildings. The previous van rusted to the point that it was no longer usable and was not able to be repaired. It was listed and sold at the last surplus auction.

RECOMMENDATION/RATIONALE:

Staff recommends that Council consider moving this budget item from the Fiscal Year 2019 budget to the Fiscal Year 2018 Revised budget so that the new vehicle can be purchased from a local vendor at a lower price than a used vehicle. This request has been reviewed by the City Finance Director who confirmed that the fund balance in the Equipment Replacement Reserve is sufficient to fund this purchase in the current year.

If City Council concurs with moving the budget allocation to the current fiscal year, it is requested that Council authorize the issuance of a purchase order to Kriegers in the amount of \$23,890 for the purchase of this van.

BACKUP INFORMATION:

N/A



James Henderson
Krieger Motor Co
501 W. Bypass Hwy 61 Suite 1
Muscatine, Ia. 52761

Quote for: Randy Moeller
City Of Muscatine
215 Sycamore St
Muscatine, Ia. 52761

[Retail] 2017 GMC Savana Cargo Van (TG23405) RWD 2500 135"

Window Sticker

SUMMARY

[Retail] 2017 GMC Savana Cargo Van (TG23405) RWD 2500 135"

MSRP:\$30,745.00

Interior:No color has been selected.

Exterior 1:Summit White

Exterior 2:No color has been selected.

Engine, Vortec 4.8L V8 SFI

Transmission, 6-speed automatic, heavy-duty, electronically controlled

OPTIONS

| CODE | MODEL | MSRP |
|----------------|--|-------------|
| TG23405 | [Retail] 2017 GMC Savana Cargo Van (TG23405) RWD 2500 135" | \$30,745.00 |
| OPTIONS | | |
| 1WT | 2500 Van Preferred Equipment Group | \$0.00 |
| 93G | Medium Pewter, Custom Cloth Seat Trim | \$0.00 |
| A12 | Glass, fixed rear doors windows | \$0.00 |
| A13 | Glass, fixed rear side door and rear door window | \$0.00 |
| AS5 | Seats, front bucket with Custom Cloth trim | \$70.00 |
| ASB | Window security bar, rear side door glass | Inc. |
| BA3 | Console, engine cover with swing-out storage bin | Inc. |
| C60 | Air conditioning, single-zone manual | \$0.00 |
| DRJ | Mirror, inside rearview | \$0.00 |
| E24 | Door, swing-out passenger-side, 60/40 split | \$0.00 |
| FE9 | Emissions, Federal requirements | \$0.00 |
| G80 | Differential, heavy-duty locking rear | \$325.00 |
| GAZ | Summit White | \$0.00 |
| GU6 | Rear axle, 3.42 ratio | \$0.00 |
| K34 | Cruise control | \$0.00 |
| KG4 | Alternator, 150 amps | \$75.00 |
| L20 | Engine, Vortec 4.8L V8 SFI | \$0.00 |
| MYD | Transmission, 6-speed automatic, heavy-duty, electronically controlled | \$0.00 |

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Data Version: 4923. Data Updated: Feb 13, 2018 9:31:00 PM PST.

[Retail] 2017 GMC Savana Cargo Van (TG23405) RWD 2500 135"

| | | |
|--------------------|--|--------------------|
| U0F | Audio system, AM/FM stereo with MP3 player | \$0.00 |
| UD7 | Rear Park Assist | \$295.00 |
| UVC | Rear Vision Camera | \$200.00 |
| UY7 | Trailering provisions, trailering wire harness only | Inc. |
| Z82 | Trailering equipment, heavy-duty | \$280.00 |
| ZLP | Tire, spare LT245/75R16 all-season, blackwall | \$0.00 |
| ZQ3 | Convenience Package, Tilt-Wheel and (K34) cruise control | \$395.00 |
| ZW3 | Glass, fixed rear doors and side cargo doors | \$130.00 |
| ZW9 | Body, Standard | \$0.00 |
| ZX2 | Seating arrangement, driver and front passenger high-back buckets, | \$0.00 |
| ZY1 | Paint, solid | \$0.00 |
| SUBTOTAL | | \$32,515.00 |
| Adjustments Total | | \$0.00 |
| Destination Charge | | \$1,195.00 |
| TOTAL PRICE | | \$33,710.00 |

FUEL ECONOMY

Est City:N/A

Est Highway:N/A

MSRP \$33,710.00
 Total Discount with Rebates - \$9820.00
 Total Cash Delivered Price \$23890.00

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Equipment Replacement Fund
Fund Statement

| | <u>Actual 2015/2016</u> | <u>Actual 2016/2017</u> | <u>Budget 2017/2018</u> | <u>Revised Estimate 2017/2018</u> | <u>Revised Estimate 2017/2018</u> | <u>Budget Request 2018/2019</u> | <u>Recommendation Budget 2018/2019</u> | <u>Budget 2018/2019</u> |
|--|-----------------------------|-----------------------------|-----------------------------|---|---|--|---|-----------------------------|
| Beginning Balance, July 1 | \$ 89,685 | \$ 170,797 | \$ 49,597 | \$ 75,421 | \$ 75,421 | \$ 179,021 | \$ 179,021 | |
| Revenues | | | | | | | | |
| Interest | \$ 174 | \$ 626 | \$ 100 | \$ 500 | \$ 500 | \$ 500 | \$ 500 | |
| Lease of Vehicle (Police Grant) | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 | |
| Sale of Vehicles | 0 | 3,673 | 0 | 0 | 0 | 0 | 0 | |
| Transfers In | | | | | | | | |
| General Fund Allocation | 188,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 250,000 | |
| General Fund Allocation for New Ambulance | 148,500 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Total Revenues | <u>\$ 343,874</u> | <u>\$ 211,499</u> | <u>\$ 207,300</u> | <u>\$ 207,700</u> | <u>\$ 207,700</u> | <u>\$ 207,700</u> | <u>\$ 257,700</u> | <u>\$ 0</u> |
| Funds Available | \$ 433,559 | \$ 382,296 | \$ 256,897 | \$ 283,121 | \$ 283,121 | \$ 386,721 | \$ 436,721 | |
| Expenditures | | | | | | | | |
| Equipment Purchases | 262,762 | 306,875 | 106,000 | 104,100 | 104,100 | 632,000 | 377,600 | |
| Ending Balance, June 30 | <u>\$ 170,797</u> | <u>\$ 75,421</u> | <u>\$ 150,897</u> | <u>\$ 179,021</u> | <u>\$ 179,021</u> | <u>\$ (245,279)</u> <u>Note Deficit with all Requests</u> | <u>\$ 59,121</u> <u>Note Minimal Balance</u> | <u>\$ 0</u> |
| Increase (Decrease) in Fund Balance | \$ 81,112 | \$ (95,376) | \$ 101,300 | \$ 103,600 | \$ 103,600 | \$ (424,300) | \$ (119,900) | \$ 0 |

| | <u>Budget 2017/2018</u> | <u>Dept. Rev. Est. Request 2017/2018</u> | <u>City Admin. Revised Est. 2017/2018</u> |
|-----------------------------------|-----------------------------|--|---|
| Police Detective Vehicles (2) | 40,000 | 38,782 | \$ 38,800 |
| Cemetery - 11-Foot Mower & V-Plow | 30,000 | 28,800 | 28,800 |
| Park Maintenance - Boom Lift | | | |
| Kent Stein Park - Pickup Truck | 20,000 | 20,000 | 20,000 |
| Soccer - Utility Vehicle | 16,000 | 16,528 | 16,500 |
| Bldg & Grounds - Bucket Truck | - | 82,000 | 0 |
| | <u>\$ 106,000</u> | <u>\$ 186,110</u> | <u>\$ 104,100</u> |

| | <u>Request 2018/2019</u> | <u>Proposed 2018/2019</u> |
|--|------------------------------|-------------------------------|
| Police Tahoe Vehicles (5) | \$ 254,000 | \$ 238,600 |
| Police Drug Task Force HIDTA Vehicle (Monthly Payments from HIDTA Grant) | 35,000 | 35,000 |
| Fire - 3/4 Ton Pickup | 39,000 | 39,000 |
| Fire - Tahoe for Fire Chief | 39,000 | - |
| Fire - 1/2 Ton Pickup for Ass't Chief | 35,000 | - |
| Community Development - Small SUV (2) | 37,000 | - |
| Community Development - Pickup | 44,000 | - |
| Cemetery - Zero Turn Mower | 10,000 | 10,000 |
| Cemetery - Utility Vehicle | 27,000 | - |
| Park Maintenance - Boom Lift | 30,000 | 30,000 |
| Bldg & Grounds - Bucket Truck (Also Requested in Rev. Est.) | 82,000 | - |
| Bldg & Grounds - Van - No Cost on Form | | 25,000 (Used) |
| | <u>\$ 632,000</u> | <u>\$ 377,600</u> |

Propose to move to Fy18