



TOWN OF JACKSON TOWN COUNCIL AGENDA DOCUMENTATION

PREPARATION DATE: August 29th, 2018
MEETING DATE: September 4th, 2018

SUBMITTING DEPARTMENT: Public Works
DEPARTMENT DIRECTOR: Floren Poliseo
PRESENTER: Johnny Ziem

SUBJECT: To Award Bid # 19-03 for the purchase of an All-Wheel Drive Wagon

STATEMENT/PURPOSE

The purpose of this item is to accept and award Bid # 19-03 for the purchase of an All-Wheel Drive Wagon for the Town Administrator position.

BACKGROUND/ALTERNATIVES

The Public Works Department administers the bidding and purchasing of all new vehicles for the Town of Jackson. When tasked with the purchase of any new vehicle, Public Works will work directly with each submitting department to consider current and future vehicular needs, potential vehicle types, and how each vehicle will be used. This information is important because each department has been challenged to look for efficiency gains when making new vehicle purchases (when possible).

This vehicle will be purchased for and assigned to the Town Administrator position. The current vehicle being used by any position is usually traded upon final purchase of the new vehicle. Staff feels that the current vehicle being used by this position (Chevy Sonic) would serve the need of a parking enforcement vehicle for the Police Department. As you may recall in the July 2nd, 2018, Town Mangers Report, the Police Department was looking for a replacement of the all-electric GEM currently being used for parking enforcement. Public Works and the Police Department both agree that the Chevy Sonic would serve the Town's parking enforcement needs, therefore not requiring the purchase of new gas-powered ATV (est. \$20,000).

The Public Works Department sent out advertisements for bids both locally and regionally. Staff received one bid on August 23rd, 2018 at 3 P.M.

ATTACHMENTS

Year	Type of Vehicle	Budgeted Amount	Capital Cost	City MPG	Average Annual Miles	Est. Annual Gallons Used	Annual \$ per/gal \$3.00	8yr life Cycle Cost
2019	Subaru Forester	\$44,540.00	\$31,550.00	26	5,231	210	\$630.00	\$63,256.00

[FISCAL IMPACT](#)

The one bid received is listed below. For FY19, we show a budget of \$44,540 for the All-Wheel Wagon vehicle.

<u>Vendor</u>	<u>Vehicle Type</u>	<u>Unit Cost</u>
Teton Motors, Jackson, WY	All-Wheel Drive Wagon	\$31,550.00

[STAFF IMPACT](#)

Staff impact will be minimal.

[LEGAL REVIEW](#)

Town attorney review is required before final transaction to purchase new vehicle.

[RECOMMENDATION](#)

Staff recommends Town Council accept and approve Bid #19-03 for the purchase of a new 2019 All-Wheel Drive Wagon and award to Teton Motors of Jackson, Wyoming, in the amount of \$31,550.00.

[SUGGESTED MOTION](#)

I move to accept and approve Bid #19-03 for the purchase of a new 2019 All-Wheel Drive Wagon and award to Teton Motors of Jackson, Wyoming, in the amount of \$31,550.00.