

## City Council – Action Request Form

**Date:** January 17, 2024

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**To:** Mayor, Mayor Pro Tempore and Members of the City Council

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**From:** Patrice Toney, Assistant City Manager  
Nicholas Geis, Director of Fleet Services  
Darren Redfield, Purchasing Director

**Council Action Requested:**  
Resolution Awarding Purchase Order for Two Full-Size SUVs

**Strategic Focus Area:** Service Excellence  
**Strategic Objective:** Ensure Service Delivery Efficiency and Effectiveness  
**Strategic Plan Action Item:** No  
**Key Work Item:** No



**Summary of Information:**

The Operations Division of the Fire Department is requesting to purchase two new full-size SUVs for the new Assistant Chief of Accreditation and Chief Diversity Officer positions.

Purchasing advertised a formal bid for two full-size SUVs, and one bid meeting specifications was received on December 29, 2023, as follows:

| <u>Vendor</u>    | <u>City/State</u> | <u>Price Each</u> | <u>Price for Two</u> |
|------------------|-------------------|-------------------|----------------------|
| Modern Chevrolet | Winston-Salem, NC | \$51,035          | \$102,070            |

It is recommended that a purchase order be awarded to Modern Chevrolet for the purchase of two 2024 Chevrolet Tahoe SUVs meeting specifications at a cost of \$51,035 each for a total cost of \$102,070.

This purchase will be financed through the City's internal leasing program with funding for the lease payments in the FY 2023-24 capital equipment budget.

This opportunity was sent directly to 18 vendors, including six local dealerships and was advertised on the city and state purchasing sites. There are no known area M/WBE companies that sell this equipment. See Exhibit A for Workforce Demographics and a complete listing of vendors who received the invitation to bid.

**Committee Action:**

|                  |                        |                |                             |
|------------------|------------------------|----------------|-----------------------------|
| <b>Committee</b> | <u>FC – 01/17/2024</u> | <b>Action</b>  | <u>Approval</u>             |
| <b>For</b>       | <u>Unanimous</u>       | <b>Against</b> | <u>                    </u> |

**Remarks:**