

City Council – Action Request Form

Date: May 14, 2024

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

From: Aaron King, Assistant City Manager
William Royston, Recreation & Parks Director
Darren Redfield, Purchasing Director

Council Action Requested:
Resolution Awarding Purchase Order for Handicapped Accessible Van

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 Therapeutic Recreation Unit of the Recreation & Parks Department budgeted to replace vehicle #2024, a 1998 Chevrolet 3500 van with 70,397 miles, acquired cost of \$36,180.85 and accrued maintenance cost of \$14,395.71. The Therapeutic Recreation Unit will use the fully outfitted accessible van to transport Camp Discovery participants, Special Olympics athletes, and community members to and from events and programs.

Purchasing advertised a formal bid for a handicapped accessible van and one bid meeting bid specifications was received on April 19, 2024, from Ilderton Conversion Company (High Point, NC).

It is the departments' recommendation, upon approval by the Finance Committee, that a purchase order be awarded to Ilderton Conversion Company for a handicapped-accessible 2024 Ford Transit 350 high roof van at a price of \$110,124.

The City's FY 2023-24 capital equipment budget includes sufficient funds for this purchase, which will be financed through the City's internal leasing program.

M/WBE Comment: There are no known area M/WBE companies that sell this equipment. This opportunity was sent directly to 37 vendors, including seven local dealerships, and was advertised on the city website. See Exhibit A for a complete listing of vendors who received the invitation to bid and Exhibit B for workforce demographics for the awarded bidder.

Committee Action:

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|------------------------|----------------------|
| Committee _____ | Action _____ |
| For _____ | Against _____ |

Remarks: _____