



Memo

To: Board of Directors
From: Robert McLeod, Board Member Public Services Committee
Date: June 16, 2021
Re: Motion - Approve Purchase of Small Excavator

Motion

I move to authorize the purchase of a Caterpillar 308CR Small Excavator from Riggs CAT in the amount of \$125,945.66.

Background

Solicitations were sent to 3 equipment vendors, with 3 bids received. The new Small Excavator will replace a rented excavator in the Street Maintenance Department that has been used to replace culverts, road base construction, and to clean out roadside ditches by staff. The bid summary and recommendation are listed below with the recommendation in bold:

| <u>Vendor:</u> | <u>Equipment:</u> | <u>Bid Amount:</u> |
|---------------------------|-------------------|----------------------------------|
| JA Riggs CAT, Inc. | CAT 308CR | \$125,945.66 Tax Included |
| River Valley Tractor | Kubota KX080 | \$107,195.03 Tax Included |
| Hugg & Hall | Bobcat E88 R2 | \$121,429.31 Tax Included |

Staff recommends the purchase from Riggs CAT in the amount of \$125,945.66. This is the highest bid received but the equipment exceeds the others in safety, technology, HP, Dig Depth, Reach, Ground Clearance and Fuel Tank Capacity. CAT is a tried, true, and trusted brand that has proven to be a valued asset to any organization. It is also one of the top manufacturers and holds a high resale value. The approved budgeted amount for this equipment purchase is \$120,000.00. Due to the recent 11% metal surcharge, the bids came in higher than originally budgeted.

2021 Total Budget Available WIP# 18168-000-PW50 – Small Excavator: \$120,000.00



BOARD AGENDA FACT SHEET

AUTHORIZATION FOR MAJOR EXPENDITURES

PROJECT NAME: Purchase of Small Excavator

DEPARTMENT / ACCOUNT: Streets Maintenance (PW50) **REQUESTED BOARD DATE:** 6/16/2021

REQUESTED ACTION

Board Approval Discussion Other (Specify)

SUMMARY

Purchase of budgeted Capital item: Caterpillar 308CR Smal Excavator from Riggs CAT

JUSTIFICATION

Small excavator will replace a currently rented excavator in the Streets Maintenance department. The excavator is used to replace culverts, complete road base construction, and clean roadside ditches. This piece of equipment is a requirement for the department on a regular basis, and analysis of expenses identifies purchasing the equipment will cost the POA less long term in comparison to rental costs.

BID INFORMATION

| BID <i>(recommended bid in bold)</i> | BASE PRICE | FREIGHT | SALES TAX | GRAND TOTAL |
|---|-------------------|----------------|------------------|--------------------|
| JA Riggs CAT, Inc. | \$ 116,616.35 | | \$ 9,329.31 | \$ 125,945.66 |
| River Valley Tractor | \$ 99,254.66 | | \$ 7,940.37 | \$ 107,195.03 |
| Hugg & Hall | \$ 112,434.55 | | \$ 8,994.76 | \$ 121,429.31 |

BUDGET DETAILS

| ITEM | COST | BUDGETED | UNBUDGETED | NOTES |
|----------------------------|----------------------|----------------------|--------------------|---|
| CAT 308 CR Small Excavator | \$ 125,945.66 | \$ 120,000.00 | \$ 5,945.66 | Unbudgeted cost due to 11% metal surcharge. |
| TOTAL | \$ 125,945.66 | \$ 120,000.00 | \$ 5,945.66 | |

NOTES

Responsible Director(s) Jason Temple