



**Agenda Item: Bid Award**

**Title: Award of Bid; Public Works Department – Utility Division – Unit 376 Backhoe with Trade-In**

**Recommended Council MOTION:**

I move to award the bid for Unit 376 Backhoe with Trade-In, to Wyoming Machinery Company, in the total amount of \$129,663.00 and authorize the Mayor and City Clerk to sign.

**Administrative or Policy Goal:**

Replace aging and worn equipment according to the City’s established replacement schedule as recommended by the Fleet Advisory Committee and Public Works Department and approved in the biennial budget.

**Background:**

The City has an established replacement schedule for vehicles and equipment that identifies recommended vehicle and equipment replacement according to a schedule that considers age, mileage, operating hours, and life expectancy. The Fleet Advisory Committee has developed this replacement schedule over the last several years. The replacement schedule provides the recommendations in the annual budget adopted by City Council.

The Public Works Department, Utility Division, has funding to purchase one (1) new Backhoe unit. The unit was placed out for public bid and advertised according to the City’s Purchasing Policy. Bids were opened on September 29, 2021, with three bids received from Honnen Equipment, Wyoming Machinery Co., and Titan Machinery.

<b>Company</b>	<b>Base Bid</b>	<b>Trade-In</b>	<b>Total Cost+ Alternates</b>
Honnen Equipment Cheyenne, WY	Base Bid \$143,900.00	\$30,000.00	Total \$138,100.00
Wyoming Machinery Co. Cheyenne, WY	Base Bid \$142,950.00	\$25,500.00	Total \$129,663.00
Titan Machinery Windsor, CO	Base Bid \$161,000.00	\$5,700.00	Total \$168,600.00

It is recommended City Council accept the low bid from Wyoming Machinery Co. for the 2022 Caterpillar 420XE Backhoe with trade-in and alternates for a total of \$129,663.00.

**Legal/Statutory Authority:**

WY Stat § 15-1-113

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**BUDGET/FISCAL INFORMATION:****REVENUE**

Source	Amount	Type
Fees/Charges for Service	\$130,598.00	Water Fund
Grants for Projects		
Loans on Project		
Other		
<b>Total</b>	<b>\$130,598.00</b>	

**EXPENSE**

Proposed Project Cost.

Base Bid	\$142,950.00	
Alternate 1	\$2,423.00	Computer Diagnostics
Alternate 2	\$9,790.00	Hoe mounted Jackhammer
City's Amount	\$155,163.00	
Trade in deduct	\$25,500.00	
<b>Total Amount</b>	<b>\$129,663.00</b>	510-7025-461-7610

Amount spent to date (approved and adopted by Council)

Budget	Amount	Funds
Total Budget Allocation	\$130,598.00	510-7025-461-7610
Less Amount Spent to Date		
Remainder of Budget	\$130,598.00	510-7025-461-7610

**Responsible Staff:**

Brooks Webb, Public Works Director  
Shane Johnson, Street/Fleet Manager  
Paul Becket, Utility Division Superintendent

Attachments:

Bid Contract  
Bid Recommendation