

REQUEST FOR PURCHASE IN EXCESS OF \$20,000/CHANGE ORDER



To: Mayor & City Council

From: Steve Grausam
Director Of Liquor Operations

Date: September 17, 2013

Subject: 2012 Ford 12 Ft. Box Truck – Edina Liquor Stores

Agenda Item #: IV.D.

The Recommended Bid is

- Within Budget
 Not Within Budget

Date Bid Opened or Quote Received:
August 28, 2013

Bid or Expiration Date:
Sept. 18, 2013

Company:
Roseville Midway Ford
HGAC Cooperative Purchasing Program

Amount of Quote or Bid:
\$28,060
\$32,403.14

Recommended Quote or Bid:
Roseville Midway Ford

General Information:

This purchase is to replace our existing utility van that is 12 years old and was involved in an accident that damaged one of the rear doors. The van was not on the replacement schedule for 2013 but due to the accident and the cost of repairs being more than the value of the van the liquor stores would like to proceed with replacing it. By purchasing this type of vehicle instead of a cargo van it allows us to wheel product directly into the truck vs us having to load each case by hand. This will allow us to be more efficient when moving product from store-to-store and it will also save employees from using improper body mechanics. This truck will also be available for use in other departments when not in use by liquor stores.