



City of Broken Arrow

Request for Action

File #: 17-2902, Version: 1

**Broken Arrow City Council
Meeting of: 11-21-2017**

**To: Mayor and City Council
From: Streets and Stormwater Department**

Title: Approval of and authorization to purchase three (3) snow plows with hitches from Southwest Trailer for the Streets Division pursuant to the State of Oklahoma Contract SW500

Background:

The Streets and Stormwater Department has budgeted for the purchase of three snow plows with hitches. Funds for this purchase are available in the Sales Tax Capital Improvement (STCI) Fund in the amount of \$45,000.00. (Project No. 185327, Account No. 030-5300-431-70.04)

The snow plow with hitches will be purchased under the Oklahoma statewide Contract number SW500. All State Departments, Boards, Commissions, Agencies and Institutions, as well as Counties, School Districts and Municipalities may purchase items from this contract. Pricing under this contract is good until 03/16/18.

Section 2-27 of the Broken Arrow Code addresses exceptions to the established competitive bidding process. It provides that supplies, materials, equipment or contractual services when purchased at a price not exceeding a price set by the state purchasing agency or any other state agency authorized to regulate pricing for items purchased by the state are excepted from formal competitive bidding. Purchase from the state contract is, therefore, authorized under City ordinance.

Traditionally, it was the practice of the Logistics Division to seek bids for vehicles, supplies, materials, and equipment, in addition to providing the City Council with options for purchase from the State Contract. However, seeking bids when there is a product available on the State contract that meets the necessary specifications significantly extends the timeframe required to acquire the product. Additionally, it takes considerable amount of Logistic Department staff time to assimilate the relevant information from the various Departments, prepare the specifications and complete the bidding process. As purchase from the State Contract is not only sanctioned by State Statute, but also the Code of Ordinances, it is the request of Staff that the Council consider a deviation from accepted practice to allow suitable purchases directly from the State Contract without going through the formal competitive bidding process.

Base pricing of snow plows with hitches is reflected in the attached bid tabulation. The bid tabulation also includes all vendors submitting bids for this machinery under the State Contract. The Streets and Stormwater Department has identified the Valk WR1137 snow plows from Southwest Trailer as the lowest responsible bid and, therefore, recommends its purchase from the State of Oklahoma contract.

Cost: **\$30,504.00**

Prepared By: **Steve Arant, Streets and Stormwater Department**

Reviewed By: **Streets and Stormwater
General Services
Finance Department
Assistant City Manager
Legal Department**

Approved By: **Michael L. Spurgeon City Manager**

Attachments: **Bid tabulation on State Contract SW500**

Recommendation:

Approve the purchase of three snow plows with hitches from Southwest Trailers pursuant to the State of Oklahoma vehicle Contract.