



## CITY COUNCIL MEMORANDUM

**From:** The Office of the City Manager

**Date:** January 27, 2025

**Subject:** Consider approval of Amendment No. 1 to Cooperative Purchase Customer Agreement with Sam Pack's Five Star Ford increasing authorized expenditures not to exceed \$100,000, through BuyBoard Contract #723-23.

**Presenter:** Kenneth Garvin, Public Works Operations Manager

**Summary:**

City Council is being asked to authorize increased expenditures for Medium and Heavy-Duty Trucks, Parts, and Maintenance Repair Service from Sam Pack's Five Star Ford, in an amount not to exceed \$100,000 through BuyBoard Contract #723-23.

**General Description:**

This is an amendment to an existing executed cooperative agreement with Sam Pack's Five Star Ford. The existing cooperative agreement was approved with a spending limit of \$49,999. This amendment will allow the department to increase the spending limit not to exceed \$100,000.

Sam Pack's Five Star Ford provides the City with parts and some services for the City's medium and heavy-duty vehicles. Within the first quarter of the fiscal year, the City has already replaced two transmissions and purchased an engine to repair a truck in-house.

The City of North Richland Hills is a member of several inter-local groups and utilizes existing contracts with vendors through the Local Government Purchasing Cooperatives. The Local Government Code states that purchases made through a cooperative purchasing agreement satisfy any state law that would require the City to solicit competitive bids. The City conducts business with Sam Pack's Five Star Ford regularly and has consistently favorable results.

This expenditure increase can be absorbed within the approved FY24/25 Fleet Operating Budget and will not require a budget amendment.

**Recommendation:**

Approve Amendment No. 1 to Cooperative Purchase Customer Agreement with Sam Pack's Five Star Ford increasing authorized expenditures not to exceed \$100,000, through BuyBoard Contract #723-23.