

**MOORPARK CITY COUNCIL
AGENDA REPORT**

To: The Honorable City Council

From: Roger O. Blais, Parks, and Landscape Manager 

Date: October 29, 2007 (Meeting of November 7, 2007)

SUBJECT: Consider Resolution Amending the FY 2007/08 Budget for Purchase of a Ford E-350 Commercial Van

DISCUSSION

With the adoption of the FY 2006/07 Budget, the Council approved the new position of Facilities Technician in the Parks, Recreation and Community Services Department and allocated funds (\$25,000) to purchase a 2007 E-350 Commercial Van. Staff solicited bids from new car dealers in May. The low bidder was Vista Ford at a cost of .

After waiting 30 days for delivery of the van, Vista Ford notified staff that they would not be able to provide the van as specified in the bid proposal. They had one 2007 van with no rear window. The remaining bidders also indicated that they did not have 2007 vans with the specifications requested. As a result, staff rewrote the bids specifications for a 2008 van and solicited new bid proposals and received three responses. The responses are as follows:

<u>Bidder</u>	<u>Proposal Amount</u>
Don Kott Ford	\$21,916.95
Vista Ford	\$22,061.50
Simi Valley Ford	\$22,915.04

Galpin Ford and Santa Paula Ford did not respond to the City's request for proposals.

The low bidder is Don Kott Ford, with a purchase price approximately \$2,000 greater than the previous low bidder.

Once the van is purchased, it will be retrofitted with interior cabinets and shelves to accommodate tools and supplies. Staff estimates the retrofit work will cost approximately \$5,000 and an additional \$1,000 will be needed for safety equipment such as warning lights.

The allocated funds were not spent in FY 2006/07. To complete the necessary purchase, staff is recommending that the Council amend the FY 2007/08 budget by appropriating \$27,000 from the General Fund Reserve Balance to the facilities expenditure budget.

STAFF RECOMMENDED (Roll Call Vote)

Adopt Resolution No. 2007-_____.

Attachment A: Resolution

RESOLUTION NO. 2007-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, AMENDING THE FISCAL YEAR 2007/08 BUDGET TO ALLOCATE \$27,000 FROM THE CITY GENERAL FUND (1000) TO PARKS, RECREATION & COMMUNITY SERVICES FACILITIES EXPENDITURE BUDGET ACCOUNT

WHEREAS, on June 20, 2007, the City Council adopted the budget for Fiscal Year 2007/08; and

WHEREAS, a staff report has been presented to said Council requesting a budget amendment allocating \$27,000 from the City General Fund for the purchase of new facilities vehicle identified as Ford E-350 Commercial Van.

WHEREAS, Exhibit "A" hereof describes said budget amendment and its resultant impacts to the budget line item(s).

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MOORPARK DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. A budget amendment allocating \$27,000 from the City General Fund for the purchase of Ford E-350 Commercial Van more particularly described in Exhibit "A" attached hereto is hereby approved.

SECTION 2. The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the book of original resolutions.

PASSED AND ADOPTED this 7th day of November, 2007.

Patrick Hunter, Mayor

ATTEST:

Deborah S. Traffenstedt, City Clerk

Attachment: Exhibit A

000250

Resolution No. 2007-__

EXHIBIT A
Budget Revision

A. Fund Allocation:

Fund No.	Fund Name	Amount
1000.5500	General Fund	\$27,000

B. Budget Appropriation:

BUDGET NUMBER	BUDGETED	REVISION	NEW BUDGET
1000.7620.0000.9505	0	\$27,000	\$27,000

Approved as to form: _____



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