



CITY OF SACRAMENTO

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DEPARTMENT OF GENERAL SERVICES

5730 - 24th ST. BLDG #4

SACRAMENTO, CA. 95822
TELEPHONE (918) 449-5548

EQUIPMENT MAINTENANCE DIVISION
FACILITY MAINTENANCE DIVISION
RISK MANAGEMENT & INS. DIVISION
SUPPORT SERVICES DIVISION

FRANK MUGARTEGUI
DIRECTOR

July 30, 1984
GS:84136:FM:RP

APPROVED
BY THE CITY COUNCIL

AUG - 7 1984

OFFICE OF THE
CITY CLERK

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: PURCHASE OF ASPHALT PATCHING UNIT AND AMENDMENT TO THE
FY 1984-85 OPERATING BUDGET

SUMMARY

The Department of Public Works, Transportation and Engineering Division, has requested authorization to purchase one (1) trailer-mounted asphalt patching unit. It is recommended that the City Council suspend formal competitive bidding for this requirement.

BACKGROUND

The Street Maintenance Activity, City staff, and various other local agencies and utility companies were given a demonstration of a Patchmaster Model 5006-36. This piece of equipment is considerably faster and more efficient than any other equipment previously demonstrated.

The Patchmaster Model 5006-36 would also be invaluable during inclement weather as it will keep asphalt usable up to three (3) days and can rejuvenate unused asphalt that would otherwise be discarded. The latter feature, the capability of recycling asphalt, alone, will save the Street Maintenance Activity approximately \$11,000 annually in wasted asphalt.

On July 26, 1984, GCS, Inc. submitted the following proposal on the subject unit:

- a. A demonstration unit: Delivery within two (2) weeks with full factory warranty - \$65,190, or
- b. A new unit: Delivery in 60 to 75 days with full factory warranty - \$67,580.30.

The above offer is firm for 30 days.

It is staff's opinion that the offer on the demonstrator unit should be accepted since it will save the City \$2,390 and shorten delivery by three (3) months over a new unit, allowing the City to realize the benefits from the efficiency of the equipment that much sooner.

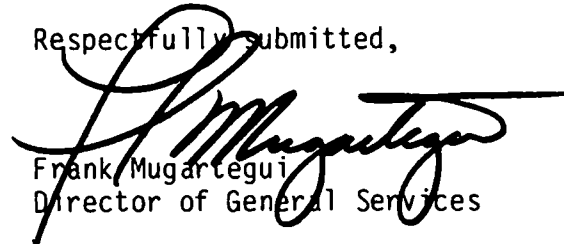
FINANCIAL

Sufficient funds are available in the FY 1984-85 Operating Budget; however, an amendment will be required, transferring \$65,190 to Fleet Management Budget 4-20-1949-0000-4630 from Water Fund 4-13-3153-0000-4444 (\$10,000), Sewer Fund 4-14-3154-0000-4444 (\$10,000), and Street Maintenance 1-01-3127-0000-4471 (\$45,190).

RECOMMENDATION

It is, therefore, recommended that the City Council adopt the attached resolution: 1) suspending formal competitive bidding for the purchase of one (1) Patchmaster Model 5006-36; 2) authorizing the City Manager to execute the necessary contract with GCS, Inc. in the amount of \$65,190; and 3) amending the FY 1984-85 Operating Budget by transferring funds to provide for the subject acquisition.

Respectfully submitted,



Frank Mugartegui
Director of General Services

RECOMMENDATION APPROVED:

August 7, 1984
All Districts

Walter J. Slipe
Walter J. Slipe, City Manager

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1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that this is essential for the proper management of the organization's finances and for ensuring compliance with applicable laws and regulations. The text notes that without such records, it would be difficult to track income and expenses, which could lead to errors and potential legal issues.

2. The second part of the document outlines the specific procedures for recording transactions. It details the steps involved in the accounting process, from the initial receipt of a bill or invoice to the final posting of the entry in the general ledger. The text stresses the need for consistency and accuracy in these procedures to ensure that the financial statements are reliable and reflective of the organization's true financial position.

3. The final part of the document provides a summary of the key points discussed and offers some concluding thoughts on the importance of diligent record-keeping. It reiterates that while the process may seem tedious, it is a critical component of any successful business operation. The text concludes by encouraging the reader to adhere to the guidelines provided to ensure the highest level of financial integrity and transparency.

RESOLUTION NO. 84-668

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

RESOLUTION SUSPENDING FORMAL COMPETITIVE BIDDING
FOR THE PURCHASE OF ONE (1) PATCHMASTER MODEL 5006-36
AND AMENDING THE FY 1984-85 CITY OPERATING BUDGET

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO, TWO-THIRDS (2/3) OF ALL MEMBERS VOTING IN FAVOR THEREOF:

1. That, pursuant to Section 57.401(c) of the Sacramento City Code, it is determined to be in the best interests of the City to suspend formal competitive bidding for purchase of one (1) Patchmaster Model 5006-36;
2. That the City Manager be authorized to execute the necessary contract with GCS, Inc., 2419 Sellen Way, West Sacramento, CA, in the amount of \$65,190.00; and
3. That the FY 1984-85 City Operating Budget is amended by transferring \$65,190.00 to Fleet Management Budget 4-20-1949-0000-4630 from Water Fund 4-13-3153-0000-4444 (\$10,000), Sewer Fund 4-14-3154-0000-4444 (\$10,000), and Street Maintenance Budget 1-01-3127-0000-4471 (\$45,190).

MAYOR

ATTEST:

APPROVED
BY THE CITY COUNCIL

CITY CLERK

AUG - 7 1984

OFFICE OF THE
CITY CLERK

August 8, 1984

GCS, Incorporated
2419 Sellen Way
West Sacramento, CA 95691

Dear Gentlemen:

On August 7, 1984, the Sacramento City Council accepted your bid in the amount of \$65,190.00 for the purchase of one (1) Patchmaster Model 5006-36.

The City Support Services Administrator will contact you concerning the necessary contract.

Sincerely,

Lorraine Magana
City Clerk

LM/rr/7

cc: Support Services Division