



Staff Summary Report

Council Meeting Date: 06-05-2008

Agenda Item Number: _____

SUBJECT: Request approval of a one-year renewal of a contract with H & E Equipment Services for the purchase of forklifts.

DOCUMENT NAME: 20080605fsta16 **PURCHASES (1004-01)**

SUPPORTING DOCS: No

COMMENTS: (T06-190-02) Total amount not to exceed \$160,000.

PREPARED BY: Tony Allen, Procurement Officer, 480-350-8548

REVIEWED BY: Michael Greene, Central Services Administrator, 480-350-8516
Glenn Kephart, Public Works Manager, 480-350-8205
Jay Taylor, Fleet Director, 480-350-8344
Tim Love, Fleet Analyst, 480-350-8088

**LEGAL REVIEW AS
TO CONTRACT FORM**

ONLY: N/A

FISCAL NOTE: Sufficient funds have been appropriated in 3261-7508.

RECOMMENDATION: Approve the renewal of the contract.

ADDITIONAL INFO: Council originally approved the award of this contract on May 24, 2006. Staff is requesting that the contract be renewed for an additional year under the available renewal options. This contract is used to purchase forklifts utilized in the loading and unloading of supplies. This renewal includes a 3.5% price increase.