



Agenda Item: 8.D

Date of Meeting: February 10, 2025

Department: Community Services

STAFF REPORT

To: City Council
From: Dan McElroy
Subject: **Community Services Department - Purchase of Tractor**
Prepared On: February 3, 2025
Attachments: Tractor Purchase Order
San Joaquin Tractor
Nolts Equipment
Garton Tractor

Background/History:

The Community Services Department staff maintains the landscaping equipment for operations at the City Park. The John Deere Tractor currently in service has been an essential piece of equipment. However, the John Deere Tractor has outlived its useful life. This piece of equipment has been identified for replacement in the 2023-2024 budget. The Community Services Department has solicited quotes for three vendors and selected the quote from San Joaquin Tractor in the amount of \$49,407.00.

Analysis/Discussion:

The City of Bishop Purchasing Policy allows for the City Administrator to authorize purchases that are budgeted for up to the amount of \$25,000.00. Any amount over \$25,000.00 requires City Council approval. The purchase amount for the Kioti Tractor from San Joaquin Tractor is for \$49,407.00 and requires the City Council to authorize and approve this purchase.

Economic Impacts:

None.

Budget Impacts:

This item was budgeted within the adopted FY 2024-25 budget, however, the item was under budgeted. The budget increase needed to complete this purchase is being presented for approval within the mid-year budget adjustments report on February 10, 2025.

Legal Review:

Recommended Action:

Council to approve the expenditure for the Kioti Tractor from San Joaquin Tractor and authorize the City Administrator to sign the Purchase Order in the amount of \$49,407.00.

Approved By: Ethan Aukee 2/3/2025

Approved By: Deston Dishion 2/4/25

Approved By:

Approved By: