

REPORT TO THE BOARD OF MAYOR & ALDERMEN

DATE: March 9, 2026
FROM: Josh Russell, Public Works Director
SUBJECT: Purchase of a Replacement Generator for Town Hall

INTRODUCTION:

The purpose of this agenda item is to approve the purchase of a replacement generator for Town Hall.

BACKGROUND:

The existing generator at Town Hall provides backup power exclusively to the IT server room. The unit is a used 1995 model generator that was relocated from Collierville Middle School and installed at Town Hall in 2016. Due to its age and prior service life, the generator has reached the end of its reliable operational capacity. Replacement is necessary to ensure continued protection and uninterrupted operation of critical IT infrastructure.

DISCUSSION:

The generator first showed signs of failure in October 2025 when it did not crank following a power outage. Staff repaired the automatic transfer switch (ATS) and restored service. At that time, replacement was planned for inclusion in the FY27 operating budget.

In December 2025, the unit failed again due to a defective circuit board. The cost of replacement parts exceeded half the cost of a new generator, making repair impractical. To ensure continued power to the IT server room, staff installed a temporary generator while pursuing a permanent replacement.

As this expense was not included in the current fiscal year budget, a budget amendment is required and is included on the current agenda for consideration. A copy of the Sourcewell quote and the budget amendment request memorandum are attached to this report for reference.

BUDGET IMPACT:
FY 2026

Fund	Dept.	Obj. Code	Description	Approved Line Item Budget⁽¹⁾	Previous Expenses	Proposed Expense	Balance	Budget Impact
110	43170	940-1	Replacement Generator	\$49,576.00	\$0.00	\$49,575.60	\$0.40	\$49,576.00 increase

(1) Assumes the approval of Resolution 2026-05 on this agenda.

ATTACHMENTS:

- [Town Hall Generator Quote CAT.pdf](#)
- [Town Hall Generator Budget Amendment Request.pdf](#)

PROPOSED MOTION:

To approve the purchase of a replacement generator from Thompson Energy Solutions through the Sourcewell Cooperative Contract #092222-CAT.

Board Action: Motion By _____ Seconded By _____

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						