



July 24, 2020

Council Meeting of August 3, 2020  
Subject: Director of Public Works Vehicle,  
State Purchasing Program (Mi Deal)

The Honorable Mayor  
and  
Members of the City Council

Ladies and Gentlemen:

Authorization is requested for the purchase of a pickup truck for the Director of Public Works.

A 2020 Chevrolet Silverado 1500 4wd Extended Cab pickup truck is available to be purchased from Berger Chevrolet of Grand Rapids, MI through the State Purchasing Program (Mi Deal) at a cost of \$28,953. Purchase through a cooperative purchasing contract is in compliance with the City's ordinance.

Funds for the purchase of the vehicle are requested from the Capital Improvement fund, which will require a budget revision.

Adoption of the attached resolution will award the purchase of a 2020 Chevrolet Silverado 1500 4wd Extended Cab pickup truck through the State Purchasing Program (Mi Deal) at a total cost of \$28,953 with a budget revision to the Capital Improvement fund.

Respectfully submitted,

Mark C. Meyers  
City Administrator

JRM/sr  
Attachment

Administration/City Clerk (231) 798-4391	Assessing Division (231) 799-6806	Building Division (231) 799-6801	Finance/Treasurer (231) 799-6805	Fire Prevention (231) 799-6809	Fire Department (231) 798-2255
Parks/Recreation (231) 799-6802	Planning/Zoning (231) 799-6800	Police Department (231) 733-2691	Public Works (231) 799-6803	Streets Division (231) 798-2156	Water/Sewer (231) 799-6804

## RESOLUTION

WHEREAS, a request is made for the purchase of a pickup truck to be used by the Director of Public Works, and

WHEREAS, one 2020 Chevrolet Silverado 1500 4wd pickup truck is available to be purchased from Berger Chevrolet of Grand Rapids, MI through the State Purchasing Program (Mi Deal) at a total cost of \$28,953, and

WHEREAS, a budget revision for the purchase is needed to purchase the vehicle, and

NOW, THEREFORE, BE IT RESOLVED, that the purchase of one 2020 Chevrolet Silverado 1500 4wd pickup truck at a total cost of \$28,953 with a budget revision to the Capital Improvement fund is authorized.

At a rescheduled meeting of the City Council of the City of Norton Shores, held remotely, on the 3<sup>rd</sup> day of August, 2020, the foregoing resolution was moved for adoption by Council Member. The motion was supported by Council Member.

Ayes:

Nays:

Resolution declared adopted/denied.

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Shelly Stibitz, City Clerk



## Internal Memo

July 28, 2020

TO: James Murphy, Director of Public Works  
FROM: Bryan A. DeGroot, Streets & Drainage Superintendent   
RE: Purchase of One (1) Director of Public Works Vehicle

The Director of Public Works position is in need of a vehicle due to the elimination of the position's vehicle allowance. I am requesting the Director's position vehicle be a 2021 Chevy Silverado 1500 4wd Extended cab that can be purchased through the State Purchasing Program (Mi-Deal) from Berger Chevrolet Inc. of Grand Rapids, Michigan at a cost of \$28,953. I request funds to purchase the additional vehicle come from the Capital Improvement funds. As this vehicle was not anticipated and was not budgeted, a budget revision will be required. The vehicle would then be added to the equipment pool with rental rates paid by Public Works Administration to the Equipment Revolving Fund.

The position of Director of Public Works could be called out to any situation that may arise so a 4WD truck is recommended to provide safe transportation in inclement weather to any emergency City wide

Staff requests City Council authorization to purchase this vehicle at their meeting of Monday, August 3.

Please contact me with any questions you may have regarding this subject.