



**CITY OF HOUSTON - CITY COUNCIL**

Meeting Date: 10/8/2024

District H

Item Creation Date: 9/18/2024

WS1255022330 - Polaris Electric Utility Carts (Polaris Sales, Inc.) - MOTION

Agenda Item#: 7.

**Background:**

**P23-WS1255022330 - Approve a purchase in the total amount of \$78,534.56 for electric utility carts from Polaris Sales, Inc. through Sourcewell cooperative purchasing program for the Fleet Management Department on behalf of Houston Public Works.**

**Specific Explanation:**

The Director of Fleet Management and the Chief Procurement Officer recommend that City Council approve a purchase in the total amount of **\$78,534.56** for the purchase of two (2) Polaris electric utility vehicles from **Polaris Sales, Inc.** through the Sourcewell cooperative purchasing program for the Fleet Management Department (FMD) on behalf of Houston Public Works (HPW).

These utility vehicles have been vetted by the FMD. They will be used by HPW to transport operators and small equipment around Water and Wastewater treatment plants, which will allow employees to perform maintenance throughout the plants and not have to use pickup trucks. These vehicles will replace older carts. These new units come with a one (1) year warranty.

This recommendation is made pursuant to subsection 271.102(c) of the Texas Local Government Code, which provides that "a local government that purchases goods or services from a cooperative purchasing program or organization satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services."

**MWBE Participation:**

This procurement is exempt from the City's MWBE subcontracting requirements as the total expenditure does not exceed the \$100,000.00 threshold.

**Hire Houston First:**

This procurement is exempt from the City's Hire Houston First Ordinance because the department is utilizing an Interlocal or Cooperative Purchasing Agreement for this purchase.

**Fiscal Note:**

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

9/30/2024

DocuSigned by:  
*Candice Gambrell*

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Jedediah Greenfield, Chief Procurement Officer  
Finance/Strategic Procurement Division

DocuSigned by:  
*Gary Glasscock*

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Department Approval Authority

9/30/2024

for

Estimated Spending Authority:			
Department	FY2025	Out Years	Total
Houston Public Works	\$78,534.56	0	\$78,534.56

**Amount and Source of Funding:**

\$78,534.56

Combined Utility System General Purpose Fund

Fund: 8305

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**Contact Information:**

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Brian Blum, Assistant Director

Carolyn Hanahan, Assistant Chief Policy Officer

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HPW/SPD (832) 395-2833

HPW/PFW (832) 395-2717

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**ATTACHMENTS:**

**Description**

Approved COOP Form  
Quote  
Certification of Funds  
Ownership Information Form  
Tax Report  
Conflict of Interest Form  
Funding Verification

**Type**

Backup Material  
Backup Material  
Financial Information  
Backup Material  
Backup Material  
Backup Material  
Financial Information