

Board of County Commissioners Agenda Request

Date of Meeting: January 2, 2018

Date Submitted: December 18, 2017

To: Honorable Chairperson and Members of the Board

From: Dee Jackson, Interim County Administrator
Curtis Young, Public Works Director

Subject: Ratification of Clark Tractor Company Invoice

Statement of Issue:

This agenda item seeks Board ratification of Clark Tractor Company invoice #14502 for \$5,092.82. This invoice was for repairs to the Massey Ferguson Tractor #471.

Background:

Heavy equipment is essential to the Public Works Department for maintaining roadways and right-of-ways for our communities. The #471 Massey Ferguson tractor was taken to Clark Tractor Company to have the transmission checked. It was disassembled to determine what was causing the tractor not to shift. It was determined that the transmission needed to be rebuilt.

Analysis:

The Board approved a Procurement Policy Amendment on March 1, 2016, allowing repairs to heavy equipment, over the \$5,000, to be approved by the Purchasing Director if warranted. The Policy also requires items that are over \$5,000 to be ratified by the Board.

At the October 17, 2017, the Board amended the policy to increase the threshold to \$25,000 purchasing without Board approval. The policy was not amended in sections 2.0 of the Application of Policy, section 2.3.1, 5.10.1 and 6.3.1., as these sections dealt with special situations. Staff will re-address these issues and will bring them back at a later meeting.

Fiscal Impact:

Funding is available in the Fleet Department's Budget – Repairs and Maintenance.

Options:

1. Ratification of Clark Tractor Company Invoice #14502.
2. Do not approve.
3. Board direction.

Interim County Administrator's Recommendation:

Option 1.

Attachment(s):

Clark Tractor Company Invoice #14502

CLARK TRACTOR CO.
MASSEY-FERGUSON DEALER

 Phone: (850) 875-3100
 P.O. Box 608
 QUINCY, FLORIDA 32353

14502

PO # 18-017

DYNAMOMETER CHART ON REVERSE SIDE

QTY	PART NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT
✓ 2	301010041	SEALS	11.94	23.88
✓ 7	301010141	OIL	2.94	20.58
✓ 2	301010241	GRUBS	3.26	6.52
✓ 4	361718901	SEALS	4.19	16.76
✓ 1	361530201	SEAL	10.74	10.74
✓ 2	361719101	SKYNET	12.90	25.80
✓ 1	371492501	FORK	294.00	294.00
✓ 1	3714238095	Synthetic oil	11.51	11.51
✓ 1	338344101	10 Van	48.30	48.30
✓ 1	338586001	Wagon	61.10	61.10
✓ 1	399174301	Van	711.00	711.00
✓ 1	338717111	Box	30.66	30.66
✓ 1	358404001	Box	35.00	35.00
✓ 4	144001141	OIL	3.10	12.40
✓ 2	338224901	OIL	9.48	18.96
✓ 3	CAN FUEL		18.00	54.00
TOTAL PARTS 2852.81				

BOUGHT FORWARD FROM REVERSE SIDE

WORK DONE BY:

OUTSIDE WORK

BY:

TOTAL OUTSIDE WORK

CUST. ACCT. NO.

NAME

ADDRESS

CITY

STATE

ZIP

COUNTRY

PHONE NO.

CUST. ORDER NO.

DATE RECEIVED

DATE PROMISED

ORDER WRITTEN BY

WORK TO BE DONE
SERVICE ONLY
MATERIAL ADDITIONAL

JOB INDEX	OPERATION NUMBER	LUBRICATE	CHANGE OIL	FLUSH TRANS.	FLUSH DIFF.	CLEAN	PAINT	AMOUNT
<input type="checkbox"/> Battery		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Brakes		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Carburetor		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Clutch		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Cooling		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Diesel System		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Dynamometer Check		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Engine Inspection		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Engine Overhaul		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Engine Tune		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Final Drive		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Generator		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Governor		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Hydraulics		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Ignition		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Oiling		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Pulley & PTO		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Rebores & Resleeve		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Rings & Pins		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Rods & Mains		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Starting		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Steering		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Transmission		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Valves & Tappets		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Wheels & Bearings		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
I hereby authorize the repair work to be done as described above on the machine(s) named herein. All repair parts are to be billed at your regular prices. I agree to pay cash for such repair parts and labor on delivery of machine(s) or on terms satisfactory to you and until paid in full any unpaid balance shall constitute a lien on this machinery. I further agree that you will not be held responsible for loss or damage to said machinery from fire or theft or other causes beyond your control.								
TOTAL SERVICE								
TOTAL PARTS								
TOTAL OUTSIDE WORK								
TOTAL OTHER MATERIALS								
DYNAMOMETER								
PICKUP & DELIVERY								
SUBTOTAL								
TAX (WHERE APPLICABLE)								
GRAND TOTAL								

SIGNED

DATE

Thank You