



Administrative Report

H.10., File # 26-0688

Meeting Date: 6/9/2026

To: MAYOR AND CITY COUNCIL
From: ANDREW WINJE, PUBLIC WORKS DIRECTOR

TITLE

APPROVE THE PURCHASE OF ONE 2026 FORD EXPLORER FROM OLATHE FORD SALES, INC. FOR USE BY THE ADMINISTRATION DIVISION OF THE POLICE DEPARTMENT FOR A TOTAL COST OF \$58,561

EXECUTIVE SUMMARY

Staff recommends the purchase of one 2026 Ford Explorer for use by a Captain assigned to the Administrative Division of the Police Department, replacing Unit #600 that is at the end of its scheduled life cycle. The vehicle was approved as part of the FY 2024-25 budget adoption process, and the funding was carried forward to FY 2025-26. Competitive pricing for the vehicle was secured through the City's regular purchasing procedures.

BACKGROUND

In February 2026, the City Council approved the carry forward of \$156,942 from FY 2024-25 *Decision Package #39 - Vehicle Replacement Purchases* to FY 2025-26 with the approval of Resolution No. CC-2602-009. The funding covers the purchase of four units (#269, #297, #600, and #207) that were unable to be purchased in the prior fiscal year. The four deferred units included two Parks Division mowers (#269 and #297) and a Pier scrubber (#207) that were approved by Council for purchase earlier in 2026 and are now in service. Unit #600 is the last of the four deferred units to be purchased.

At this time, staff recommends the purchase of Unit #600, a Ford Explorer with a quoted price of \$58,561. This unit meets the operational needs of the Administration Division of the Police Department. If approved by the City Council, the vehicle will be ordered and is anticipated to be delivered to the City in the next one-to-two months.

The vehicle recommended for purchase has been selected through the City's regular purchasing procedures. The procedures contain a number of competitive purchasing options including the use of a Piggyback Bid, which utilizes another public entity's recent Request for Proposal or Bid, or the Sourcewell Cooperative Purchasing Program. Cooperative purchasing programs provide valuable benefits to state and local governments. By attaching to national or regional cooperatives, an agency has immediate access to legitimately solicited contracts, guaranteed pricing, and delivery options without expending staff resources on the preparation of its own request for bids.

Pricing is often attractive because of the purchasing power of these cooperatives. If approved, the recommended vehicle in this report would be acquired via Sourcewell Master Agreement #081325-

OLA.

COORDINATION

The Public Works Department coordinated this report with the Financial Services and Police Departments.

FISCAL IMPACT

Funding for the purchase of the vehicle, at a total cost of \$58,561.38 is available in the Public Works Department's Fleet Operating Budget. No additional appropriation is required to complete the purchase.

APPROVED BY:

Mike Witzansky, City Manager

ATTACHMENTS

- Quote Unit #600 Ford Explorer from Olathe Ford Sales Inc.
- Sourcewell Master Agreement #081325-OLA