Memorandum

To: Honorable Mayor and Members of the City Council
   Administration and Public Works Committee

From: Erika Storlie, Director of Administrative Services/Assistant City Manager
       Sean Ciolek, Division Manager of Facilities and Fleet
       Ken Palmer, Facilities & Fleet Supervisor

Subject: Emergency Repairs to Grader #683

Date: June 20, 2019

Recommended Action:
Staff recommends City Council approve a payment in the amount of $57,689.19 to
Altorfer CAT (635 W. Lake Street, Elmhurst, IL 60126) for emergency repairs to Vehicle
#683, as well as rental costs for use of a temporary vehicle while the City vehicle was
out of service. Vehicle #683 is a Grader used by the Streets Division of the Public
Works Agency and is critical to continue street grading operations throughout the City.

Funding Source:
Funding for this purchase is as follows: $57,689.19 from the Materials to Maintain Autos
- Fleet Fund (Account 600.19.7710.65060) with a budget of $1,050,000 and a YTD
balance of $432,536.37.

Livability Benefit:
Built Environment: Provide compact and complete streets and neighborhoods

Summary:
Grader #683 (a 1995 CAT 140H purchased for $150,139.06) was taken out of service at
the end of May as it would no longer reverse. This piece of equipment is critical to
street grading operations. Staff immediately brought the vehicle in for diagnosis and
emergency repairs, as work was already behind from the excess of rain this
season. Upon diagnosis the power-shift transmission and the motor grader implements
were found to be faulty and would need to be repaired. In order to keep grading
operations from falling further behind, staff immediately arranged for a grader to be
rented at the cost of $11,417 for the month of June. Since repairs will span into July, it
was necessary to extend that rental for a second month. Staff has since been able to
purchase the necessary parts, perform the repairs and return Vehicle #683 to the
Streets Division minimizing the need for any further rental costs.
The Facilities and Fleet Management Division of the Administrative Services Department has utilized the services of Altorfer CAT for many years and has found the pricing structure to be fair for a single-source emergency repair and in the best interest of the City of Evanston. There are no Evanston-based businesses that can provide this type of service. Therefore, staff recommends and requests City Council approve of the purchase of the emergency repairs that have been performed.

Attachment:
Altorfer CAT Repair Quote dated 6/20/19
Altorfer Rental Agreement
<table>
<thead>
<tr>
<th>Service Item</th>
<th>Labor</th>
<th>Parts</th>
<th>Misc</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inspect Machine / Scheduled Oil Samples</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cleaning Charges</td>
<td></td>
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<tr>
<td>Environmental</td>
<td></td>
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<tr>
<td>Misc.</td>
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<tr>
<td><strong>Sub-Total</strong></td>
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<table>
<thead>
<tr>
<th>Additional Items</th>
<th>Labor</th>
<th>Parts</th>
<th>Misc</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Travel to/from machine</td>
<td>$991.98</td>
<td>$525.00</td>
<td></td>
<td>$1,516.98</td>
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<tr>
<td>Troubleshoot motor grader implements</td>
<td>$1,708.66</td>
<td>$1,254.64</td>
<td></td>
<td>$3,063.30</td>
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<tr>
<td>Repair motor grader implements</td>
<td>$569.52</td>
<td>$1,254.64</td>
<td></td>
<td>$1,824.16</td>
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<tr>
<td>Clean machine</td>
<td>$163.45</td>
<td></td>
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<td>$163.45</td>
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<tr>
<td>Remove and install powershift transmission</td>
<td>$7,845.80</td>
<td>$500.00</td>
<td></td>
<td>$8,345.80</td>
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<tr>
<td>Rebearing and reseal transmission</td>
<td>$9,607.00</td>
<td>$4,167.86</td>
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<td>$13,774.86</td>
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<tr>
<td>Additional charges for transmission</td>
<td>$5,324.88</td>
<td></td>
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<td>$5,324.88</td>
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<tr>
<td>Dyno of transmission</td>
<td>$980.70</td>
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<td>$980.70</td>
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</table>
**Reference to Work Order:** TT51625

**Estimated:** 0% Financing available thru Cat Access Account for 12 or 24 Months.***

***Troubleshooting charges are estimated at a standard flat rate. If in the event actual labor is under standard flat rate to diagnose problem customer will be charged actual labor spent to diagnose problem. If during initial troubleshooting problem is determined to be intermittent standard flat rates will double. Any labor needed to diagnose and determine problem over standard flat rate Patten Industries will cover overages and charges will not exceed standard flat rate.***

***Additional charges will be added for removal and installation of fire suppression, rear camera units, fuel sensor systems, fabricated guards/sheer metal, GPS systems, security systems, backup sensor systems, auto-lube, or any aftermarket attachments unless otherwise quoted.***

***Customer will be notified of any additional parts or labor needed to complete repairs.***

***All parts/components replaced will be disposed of unless otherwise requested by customer before the start of repairs.***

***Customer will be responsible for all additional cleaning charges on warranty repairs.***

***Additional charges will be added for topping of all oil/coolant levels of complete machine.***

***If you have any questions or concerns that I may be able to address for you, or if there is any additional information that you require, please do not hesitate to call me. On behalf of the service department at Patten Industries, I would like to thank you for this opportunity to earn your business.***

GOODWILL. If cause of failure is determined to be manufacture defect Patten CAT will participate in a percentage of cost of repairs based upon hours of machine. In the event cause of failure is due to neglect, abuse, lack of maintenance, operate error, etc. customer will be responsible for all repairs to current date. Goodwill only applies to failed part, any additional parts needed will be the responsibility of the customer. Goodwill will not apply to any outside charges to include transportation, cleaning, or additional approved repairs outside of failed part/component.***

This quotation applies only to the specific items listed. No additional parts or services will be performed unless authorized by the customer.

**Proposed By:** Mariusz Martynowicz

Customer Signature: [Signature]

**Estimate Date:** 20-Jun-19

PSSR Name: Matt Staab

PSSR Email: matt.staab@Altorfer.com

PSSR Phone: ________________________________

**Estimated Totals**

<table>
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<tr>
<th>Service Type</th>
<th>Cost</th>
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<tbody>
<tr>
<td>Standard</td>
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<tr>
<td>Labor</td>
<td>$22,066.81</td>
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<tr>
<td>Parts</td>
<td>$12,772.38</td>
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<td>Misc</td>
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<tr>
<td><strong>Total</strong></td>
<td>$34,839.19</td>
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</table>

Customer will be responsible for applicable taxes.

*Quotation Valid for 30 Days from Estimate Date*

Approved as to form:

Michelle L. Mason

Corporation Counsel
Rental Agreement
Agreement Z57066

Date Out: 07/08/2019 Mon 01:36 PM
Est. Date In: 09/02/2019 Mon 01:36 PM
Delivery Date: 07/08/2019 Mon 08:00 AM

Jobsite:
Contact: PATRICK O'DONOGHUE
Phone: 224-548-0379
2020 ASBURY
EVANSTON, IL

Written By: Mike Wetter
Sales Rep: ANDREW STAHL (R-3-R53)

<table>
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<tr>
<th>QTY</th>
<th>DESCRIPTION</th>
<th>DAY</th>
<th>WEEK</th>
<th>4WEEK</th>
<th>TOTALS</th>
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<tbody>
<tr>
<td>1</td>
<td>MOTORGRADER 140 AWD – 140M AWD 220-0200</td>
<td>$2,195</td>
<td>$4,630</td>
<td>$10,625</td>
<td>21,250.00</td>
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</tbody>
</table>

Rates are quoted for: 8 HR DAY, 40 HR WEEK, 160 HR MONTH SINGLE SHIFT 2 SHIFTS = 1 1/2 TIMES THE RATE CHARGED 3 SHIFTS = 2 TIMES THE RATE CHARGED RATE BASED ON TIME OUT NOT HOURS USED.

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<thead>
<tr>
<th></th>
<th>MISCELLANEOUS ITEMS</th>
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<tr>
<td>0</td>
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<td>.00</td>
<td>.00</td>
<td>.00</td>
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</tr>
<tr>
<td>1</td>
<td>DELIVERY CHARGE</td>
<td>800.00 each</td>
<td>800.00</td>
<td>800.00</td>
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<td>1</td>
<td>RETURN CHARGE</td>
<td>800.00 each</td>
<td>800.00</td>
<td>800.00</td>
<td>800.00</td>
</tr>
</tbody>
</table>

Quote Total: 22,850.00

I WARRANT TO BE THE LESSEE SHOWN ABOVE AND/OR HAVE THE AUTHORITY TO CONTRACT AS AGENT FOR LESSEE. I HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS ON THE FACE AND REVERSE OF THE CONTRACT AND HAVE BEEN OFFERED OR RECEIVED INSTRUCTION AND UNDERSTANDING THE SAFE OPERATION AND MAINTENANCE OF THE EQUIPMENT LISTED ABOVE. ALTOFRER RENTAL SERVICE, THE LESSOR, HEREBY RENTS TO THE UNDERCREDING LESSEE SUBJECT TO THE TERMS AND CONDITIONS SET FORTH ON THE FACE AND REVERSE SIDE OF THIS CONTRACT. SUBJECT EQUIPMENT OUT IN GOOD CONDITION. LESSEE IS RESPONSIBLE FOR ALL TIRE DAMAGE AND REPAIR, ROUTINE MAINTENANCE, OIL CHANGES, OIL, FUEL, AIR ELEMENTS ARE THE LESSEE RESPONSIBILITY. THIS SERVICE IS AVAILABLE AT A NOMINAL CHARGE. RENTAL PERIOD STARTS AND ENDS AT ALTOFRER RENTAL SERVICE LESSEE WILL RETURN UNIT WITH A FULL FUEL TANK OR BE CHARGED $0.00 PER GALLON TO FILL TANK. UNIT MUST BE IN REASONABLY CLEAN CONDITION OR LESSEE WILL PAY $150.00 CLEANING FEE.

Customer Signature: Wally Book. Date: 7-29-19
Print Name: Wally Book. Approved as to form: Michelle L. Masoncup Corporation Council.Z57066 Page 1 of 1