

# City of Waltham

*Jeannette A. McCarthy*  
*Mayor*

CITY OF WALTHAM  
CITY CLERK'S OFFICE

2018 APR 19 A 11:36

RECORDED

April 19, 2018

TO: The City Council

RE: Appropriation Request – Traffic – Rental of Trucks/Equipment

Dear Councillors:

I respectfully request an appropriation of \$5,000.00 from Unreserved Fund Balance to account #001-480-5200-5276 Traffic-Rental of Trucks/Equipment. These funds will be used to rent a Stake Body Truck with a lift gate for May and June this fiscal.

The equipment has not been surplussed to date by Traffic. Another quote is being received for repair. If surplussed, I will buy a new one. Any surplus funds obtained by Purchasing after Declaration of Surplus will be requested to offset the cost of a new one. If not surplussed, Traffic will put its request in for the remaining rental months in its FY 2019 budget.

Attached is a copy of a letter dated April 13, 2018 that was received from the Traffic Engineer, J. Michael Garvin. Mr. Garvin will be available to answer questions concerning this request.

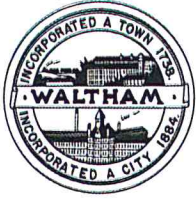
Sincerely,

Jeannette A. McCarthy

JAM/ccb

Enclosure

cc: Michael Garvin



119 School Street  
Waltham, Massachusetts 02451  
781-314-3400  
Fax 781-314-3406

## City of Waltham Traffic Engineering

RECEIVED

APR 13 2018

J. Michael Garvin, P.E.  
Traffic Engineer

MAYOR'S OFFICE

April 13, 2018

Honorable Mayor Jeannette McCarthy  
City Hall  
Waltham, MA 02452

Dear Mayor McCarthy:

I respectfully ask that you request the City Council for funding in the amount of \$12,500 for the rental of a 12' Stake Body Truck with Lift Gate.

At the end of March the lift gate on our 2001 Ford F350 was declared unsafe to use by Public Vehicles. We are no longer permitted to use the lift gate due to the unsafe condition to load / unload our paint machines, paint, etc. This lift gate has caused injuries to two employees in the past due to its jerkiness.

Public Vehicles is in the process of receiving quotes to replace the bed and lift gate with a new one. The quotes may be around the same cost of the rental or even more. The vehicle may be down for months before the bed and lift gate can be installed.

In order for us to start our upcoming paint season, this rental is needed immediately. We are looking to rent from the beginning of May to the end of September, for a total of five months. The rental is close to \$2,500 per month.

Should you have any questions or require additional information, please do not hesitate to contact this office.

Sincerely yours,

J. Michael Garvin, P.E.  
Traffic Engineer

JMG/lg

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