

**OFFICE OF THE CITY MANAGER
LITTLE ROCK, ARKANSAS**

**BOARD OF DIRECTORS COMMUNICATION
MAY 6, 2025 AGENDA**

Subject:	Action Required:	Approved By:
Annual Parts and Service Contract for City-owned Caterpillar Equipment.	√ Ordinance Resolution	
Submitted By: Fleet Services Department		Delphone Hubbard Acting City Manager
SYNOPSIS	A sole-source Ordinance to authorize the City Manager to enter into a contract with J. A. Riggs Tractor Company for Caterpillar parts and service.	
FISCAL IMPACT	This Annual Purchase Order is for one (1) year, with an option to renew each year up to two (2) additional years with an annual budget not to exceed \$500,000.00. Funds for this contract are allocated in the Fleet Maintenance and Parts Accounts.	
RECOMMENDATION	Approval of the Ordinance.	
BACKGROUND	J. A. Riggs is the only authorized Caterpillar dealer in central Arkansas.	