



TO: Mayor Shaun Sipma

Members of the City Council

FROM: Captain John Klug

DATE: March 26, 2019

SUBJECT: BID ACCEPTANCE AND PURCHASE OF POLICE PATROL VEHICLES (PD0160)

I. RECOMMENDED ACTION

1. Recommend the acceptance of bid by Nelson Auto Center, Fergus Falls, MN for the purchase of five (5) 2020 Ford Interceptor Utility Vehicles.
2. Recommend the approval of a budget adjustment to use the Insurance Payout for two (2) patrol cars that were totaled in crashes in 2019. (Total = \$19,950).

II. DEPARTMENT CONTACT PERSONS

Jason Olson, Chief of Police	857-4715
John Klug, Captain	857-9800

III. DESCRIPTION

A. Background

The police department budgeted for five (5) all-wheel drive vehicles to be purchased in 2019.

B. Proposed Project

The purchase of the five patrol vehicles would have originally replaced vehicles in the fleet used by officers for normal patrol and emergency responses to calls. Two vehicles were totaled in 2019 and the insurance payout was not enough to replace those vehicles, but it will supplement the shortage in the budget to purchase all five vehicles. Ford changed the body style of the utility vehicle in 2019 which resulted in a significant increase in the cost per vehicle.

C. Consultant Selection

A request for bids was posted and local and out of state vendors were mailed bid specifications for the 2020 Ford Interceptor Utility Vehicles with a bid opening date of March 19th, 2019 at 11:00 AM. Nelson Auto Center of Fergus Falls presented the lowest bid at \$33,607.56 per vehicle.

IV. IMPACT:

A. Strategic Impact:

The purchase of all five Ford utility vehicles allows the department to replace vehicles which are nearing end of life for emergency operations and move them to being used for administrative purposes and travel outside the city. It is critical to maintain a fleet of emergency vehicles that will perform consistently without mechanical issues.

B. Service/Delivery Impact:

Purchasing the vehicles will maintain the delivery of law enforcement services to the citizens of Minot. The fleet is currently operating two vehicles short due to damaged (totaled) vehicles.

C. Fiscal Impact:

Project Costs

Capital Purchase (Budget)	\$147,500.00
Insurance Payouts (2)	19,950.00
Vehicle Maintenance Budget	<u>587.80</u>
Total	\$168,037.80

V. ALTERNATIVES

Alt 1. The Council could approve the bid of Westlie Motor Company for the purchase of the 5 Ford Utility Vehicles. This approach would cost an additional \$3,995.00, which would have to be made up through use of budgeted maintenance or operations funding.

Alt 2. The Council could deny the bids and purchase of patrol vehicles in 2019. This would likely result in increased maintenance costs and potential vehicle failure while being used as emergency response vehicles.

VI. TIME CONSTRAINTS

Council's approval of the recommendation will allow for the vehicles to be ordered to allow for the delivery and purchase of the vehicles in 2019.

VII. LIST OF ATTACHMENTS

- A. Bid from Nelson Auto Center
- B. Bid from Westlie Motor Company
- C. Budget Amendment