



TO: Mayor Shaun Sipma
Members of the City Council

FROM: Captain Justin Sundheim

DATE: May 27th, 2020

SUBJECT: **BID ACCEPTANCE AND PURCHASE OF POLICE PATROL VEHICLES (PD0178)**

I. RECOMMENDED ACTION

1. Recommend the acceptance of bid by Westlie Motor Co, Minot ND, for the purchase of five (5) 2021 Ford Interceptor Utility Vehicles for a total cost of \$173,706.20 at \$34,741.24 per vehicle.

II. DEPARTMENT CONTACT PERSONS

John Klug, Chief of Police	857-9800
Justin Sundheim, Patrol Commander	857-4717

III. DESCRIPTION

A. Background

The police department budgeted for five (5) all-wheel drive vehicles to be purchased in 2020.

B. Proposed Project

The purchase of the five patrol vehicles will replace vehicles in the fleet used by officers for normal patrol and emergency responses to calls. Additional emergency lighting options from the manufacture were requested in the bid this year for increased visibility/safety to the rear and side of the patrol car.

C. Consultant Selection

A request for bids was posted and local and out of state vendors were mailed bid specifications for the 2021 Ford Interceptor Utility Vehicles with a bid opening date of May 27th, 2020 at 11:00 AM. Westlie Motor Co of Minot ND presented the lowest bid at \$34,741.24 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. Postponing purchase of replacement patrol vehicles will likely result in increased maintenance repairs/costs and as a result vehicle(s) may be unavailable for patrol functions.

C. Fiscal Impact:

Project Costs

Capital Purchase (Budget)	\$175,000.00
Per Vehicle Cost	\$34,741.24
Total Vehicle (x5) Cost	\$173,706.20
	=====
Budget Impact/Difference	-\$1,293.80

V. ALTERNATIVES

Alt 1. The Council could approve the bid of Nelson Auto Center, Fergus Falls, MN for the purchase of the 5 Ford Utility Vehicles for 175,041.65. This approach would cost an additional \$1,335.45 over the Westlie bid. It would also include a needed budget adjustment as it would be \$41.65 over the budgeted amount. The additional amount would come out of the Police Department operations budget.

Alt 2. The Council could deny the bids and purchase of patrol vehicles in 2020. This will 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 2020.

VII. LIST OF ATTACHMENTS

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