



## MAYOR AND COUNCIL COMMUNICATION

DATE: 10/18/2016

CONSENT

ITEM #: 12

**AGENDA ITEM:** Purchase of Public Works Pick-up

**SUBMITTED BY:** Rob Weldon, Public Works Director

**THROUGH:** Kristina Handt, City Administrator

**REVIEWED BY:** Cathy Bendel, Finance Director

Finance Committee

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### **BACKGROUND:**

The City of Lake Elmo Public Works Department uses a wide array of vehicles to delivery daily and essential services to its residents. To accomplish daily tasks, the department utilizes 7 vehicles for its 8 fulltime public works employees to achieve daily and emergency tasks. With the growth of the community and increase in daily workloads and services the department is experiencing difficulties in fulfilling these requirements with its aging fleet. Of the 7 vehicles that are utilized daily two of them are over 16 years old with severe signs of wear and extensive mechanical issues. These mechanical issues have plagued the department with down time, repair costs and the need to use personal vehicles to carry out city business on a daily basis.

### **ISSUE BEFORE COUNCIL:**

Council is being asked to consider the purchase of a 2017 Ford F-150 Crew Cab for the Public Works Department.

### **PROPOSAL DETAILS/ANALYSIS:**

Purchase of this vehicle will help alleviate down time and repairs to the aging and undersized Public Works fleet. Also, by making this purchase, the department will be able to operate the aging vehicles in more of a reserve capacity until they can ultimately be replaced.

Use of this new vehicle will primarily be for the Public Works Director with availability to other staff in public works when needed. This vehicle will also be utilized to transport public works and other city staff to and from training events, as well as being made available to city hall staff when needed.

**FISCAL IMPACT:**

Cost of the truck through State of Minnesota Cooperative Purchasing Agreement and warning lights shall not exceed \$35,000. If approved, this vehicle would be funded with reserves in the general fund.

**OPTIONS:**

Approve purchase of truck.

Deny purchase of truck.

Table purchase of truck.

**RECOMMENDATION:**

Staff is recommending the purchase of a 2017 Ford F-150 Crew Cab for the Public Works Department for an amount not to exceed \$35,000.

***“Move to approve the purchase of a Ford F-150 Crew Cab pick-up truck for the Public Works Department in an amount not to exceed \$35,000”***

**ATTACHMENTS:**

Midway Ford (State bid - truck)

Emergency Automotive Technologies Inc. (warning lights)

Midway Ford Commercial  
 Fleet and Government Sales  
 2777 N. Snelling Ave.  
 Roseville MN 55113



Travis Swanson  
 651-343-5212  
[tswanson@rosevillemidwayford.com](mailto:tswanson@rosevillemidwayford.com)

Fax # 651-604-2936

T-106 Contract# 85051  
 2017 F-150 4X4- Crew Cab- 5.5' Box

**Standard**

Automatic Transmission  
 Air Conditioning  
 AM/FM Radio  
 Matching Full Size Spare Tire

40/20/40 Vinyl Seat  
 Dual Front Air Bags  
 4-Wheel ABS Brakes  
 Tilt Wheel

3.5L V6  
 Rubber Floor Covering  
 Bumpers w/Rear Step

Options	Code	Price	Select	Exterior Colors	Code	Select
101A package	101A	\$2,075	x	Blue Jeans Metallic	N1	
(Power Windows, Locks, Cruise, Cd Player, Sync)				Race Red	PQ	
Rear View Camera	76C	\$231	x	Caribou Metallic	LQ	
2.7L V6 EcoBoost	99P	\$732	x	Shadow Black	G1	
Spray-In Liner		\$456	x	Magnetic Metallic	J7	
				Ingot Silver Metallic	UX	
				Oxford White	YZ	x
				<b>Extended Service Contracts</b>		
					<b>Cost</b>	<b>Select</b>
				7 year/75,000 mile	\$2,570	
				PremiumCare Warranty		
				(Bumper to Bumper)		
Option Total		\$3,494				

Base Price	Totals
	\$25,828.76
Options Price Totals	\$3,494.00
Extended Warranty	
Transit Impr Excise Tax	\$20.00
Tax Exempt Lic	\$39.75
6.5% Sales Tax	\$1,905.98
Document fee	\$75.00
Sub total per vehicle	\$31,363.49
Number of Vehicles	1
Grand Total for all units	\$31,363.49

You must have a active FIN code to participate in this purchase contract : FIN code # \_\_\_\_\_

**Purchase Order required prior to order placement**

PO # \_\_\_\_\_

Name of Organization \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Contact Person/ Phone # \_\_\_\_\_

Contact's e-mail address and fax # \_\_\_\_\_

Acceptance Signature

Print Name and Title

Date

**EMERGENCY AUTOMOTIVE TECHNOLOGIES, INC.**  
 2755 GENEVA AVE. N  
 OAKDALE, MN 55128  
 USA

# QUOTATION

Quote Number: DL092616-14  
 Quote Date: Sep 26, 2016  
 Page: 1

Voice: 651 765-2657  
 Fax: 651 765-2660

Quoted To:
LAKE ELMO PUBLIC WORKS 3800 LAVERNE AVE LAKE ELMO, MN 55042

Customer ID	Good Thru	Payment Terms	Sales Rep
LAKE ELMO, CITY OF	10/26/16	Net 30 Days	DLL

Quantity	Item	Description	Unit Price	Amount
1.00	CONTACT	rweldon@lakeelmo.org		
1.00	R2LPPA	WHELEN RESPONDER 2 LOW PROFILE LED BEACON, 6 LINEAR LED, PERM MOUNT, AMBER	299.00	299.00
1.00	TAD8	DOMINATOR TIR3 8 LAMP TRAFFIC ADVISOR, 15' CABLE	404.26	404.26
1.00	RTM-101LP-F150-15	ACARI ROOFTOP THIRD BRAKE LIGHT MOUNTING PLATFORM - 22" WIDE - NO HOLES DRILLED SOLUTION FOR PERM MOUNT ACCESSORIES - VEHICLE SPECIFIC FOR 2015+ FORD F-150	262.00	262.00
1.00	EX-MISC SUPPLY	STANDARD SHOP SUPPLIES FEE FOR GENERAL INSTALLATION AND WIRING MATERIALS	50.00	50.00
1.00	SERVICE LABOR	SHOP LABOR RATE FOR SERVICE/REPAIRS	525.00	525.00
			Subtotal	1,540.26
			Sales Tax	
			<b>TOTAL</b>	<b>1,540.26</b>