



# City of Grand Forks Staff Report

**APPROVED & ACCEPTED**  
*by City Council*

12/05/2016

*Candice Stjern*  
Candice Stjern  
Acting City Auditor

Committee of the Whole – November 28, 2016  
City Council – December 5, 2016

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**Agenda Item:** Purchase of Non-Revenue Vehicles

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**Submitted by:** Ali Rood, Mobility Manager

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**Staff Recommended Action:** Approve the purchase of 2 Ford Fusions and 1 Dodge Ram 3500 Pickup via the North Dakota State Bid in the amount of \$66,687.

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**Committee Recommended Action:** Refer to City Council with the recommendation to approve.

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**Council Action:**

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## **BACKGROUND:**

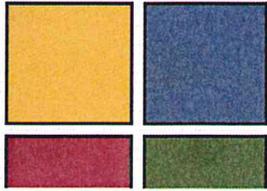
Cities Area Transit is requesting approval to purchase three replacement non-revenue vehicles. The vehicles are two (2) 2017 Ford Fusions and one (1) 2017 Dodge Ram 3500 Pickup to replace a 2003 Ford Taurus, 2004 Chevrolet Impala, and 2007 Chevrolet 2500 Pickup that have exceeded their useful life of six years.

## **ANALYSIS AND FINDINGS OF FACT:**

- The 2017 Ford Fusions will be purchased off of the North Dakota State Bid for a cost of \$17,997 each. The 2017 Dodge Ram 3500 Pickup will also be purchased off of the North Dakota State Bid for a cost of \$30,693. The total cost for the three vehicles is \$67,358.
- The three non-revenue vehicles will be purchased from the City's Public Transportation budget, Cars & Light Duty Trucks line item.
- Staff will come back to Council at a later date to approve the disposal and sale of the 2003 Ford Taurus, 2004 Chevrolet Impala, and 2007 Chevrolet 2500 Pickup.

## **SUPPORT MATERIALS:**

- State Bid Documentation



## North Dakota State Procurement Office

*Office of Management & Budget, Central Services Division*

14<sup>th</sup> Floor Capitol Tower, 600 East Boulevard Ave Dept 012  
Bismarck, ND 58505-0310

### Contract Information

<b>Term Contract Name:</b>	Sedans and Mini Passenger Vans
<b>Term Contract Number:</b>	375
<b>Contract Administrator:</b>	Jamie Bostyan
<b>Phone Number:</b>	701-328-4912

### Contractor Information

<b>Contractor Name:</b>	Hatton Ford Inc. 909 Railroad Ave P.O. Box 388 Hatton, ND 58240
<b>Service Representative:</b>	Ken Huhta
<b>Toll Free Telephone Number:</b>	888-621-9033
<b>Telephone Number:</b>	701-543-3636
<b>Fax Number:</b>	701-543-3636
<b>Email Address:</b>	<a href="mailto:hattonford@yahoo.com">hattonford@yahoo.com</a>
<b>Contractor Name:</b>	Ryan Chrysler Dodge Jeep of Bismarck 1112 Missouri Ave Bismarck, ND 58504
<b>Service Representative:</b>	Tom Rehborg
<b>Toll Free Telephone Number:</b>	800-245-6125
<b>Telephone Number:</b>	701-223-1170
<b>Fax Number:</b>	701-530-0536
<b>Email Address:</b>	<a href="mailto:t.rehborg@ryandodgebismarck.com">t.rehborg@ryandodgebismarck.com</a>
<b>Contractor Name:</b>	Nelson Auto Center 2228 College Way Fergus Falls, MN 56538
<b>Service Representative:</b>	Sue Kugler
<b>Toll Free Telephone Number:</b>	800-477-3013
<b>Telephone Number:</b>	218-998-8864
<b>Fax Number:</b>	218-998-8810
<b>Email Address:</b>	<a href="mailto:skugler@NelsonFleet.com">skugler@NelsonFleet.com</a>

## TERMS AND CONDITIONS

**Delivery.** The contractor must deliver commodities and services by the required time. If after receiving the order, the contractor learns that the delivery requirements cannot be met, the contractor must immediately notify ND State Fleet or the Purchasing Entity or State Agency by telephone or by e-mail or mail of the delay and the approximate date delivery may be expected.

- Delivery must be made within 90-120 days after the contractor receives an order from the Purchasing Agency or Cooperative Entity.

**F.O.B. Point and Freight.** Delivery and passage of title under this contract shall be as follows: Delivery will be F.O.B. Destination to the location specified on the Bid Cost Response section of the solicitation. The freight is to be included in the price of the products. Title will pass to Purchasing Agency or entity upon delivery to the specified destination.

**Pricing.** Pricing under this contract shall be as follows:

**Pricing, Firm-Fixed with Adjustment Provisions.** The total bid price is to include all discounts and deductions, and is to be less federal and state taxes, for which exemption certificates will be furnished upon request. Pricing shall be firm for the first 60 days of the contract period, after which time the contractor may submit a request for a price increase to the Procurement Officer.

- **Pricing Changes/model year change.** If during this contract period there is a model year change by the (OEM) manufacturer or additional costs are incurred by the contractor from their 3<sup>rd</sup> party, the Contractor must send a written request for a change by letter or email to the State contract administrator.
- This request for a price increase or decrease must include a copy of the (OEM) manufacturer's official notice or other evidence that the increase or decrease is applicable to all customers.
- Upon receipt of the contract price change request, the State reserves the right to accept or reject within 30 days. The price change request, if agreeable to State, will become effective as set forth in a written amendment to the contract upon execution by both parties. If State does not accept the price change the awarded vehicle may be cancelled by amendment to the contract.
- If State accepts the awarded vehicle contract price change request, the dealer shall supply the new model year at the amended price for the remainder of the awarded contract period.
- All vehicle shipments are to be billed at prices in effect at the time of the order, not the date the shipment is made.

**Cooperative Purchasing Contract.** This contract is a cooperative purchasing contract established pursuant to North Dakota Century Code (NDCC) sections [54-44.4-13](#). This contract is made available to state entities, institutions under the jurisdiction of the State Board of Higher Education, other government entities (including counties, cities, townships, public primary and secondary educational entities, governmental boards and commissions), nonprofit entities established on behalf of public entities, tribal agencies, transportation providers under N.D.C.C [chapter 39-04.2](#), and the International Peace Garden. Participation in this open-ended contract is not mandated; therefore, the estimated volume of this contract is not known.

### DOCUMENTS THAT MUST BE FURNISHED AT TIME OF DELIVERY TO A COOPERATIVE PURCHASING ENTITY:

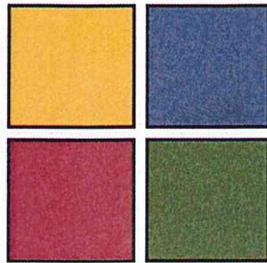
- a. Certificate of origin (MCO)
- b. Dealer Invoice (with contract pricing)
- c. Damage Disclosure

#### The following must accompany the vehicle when it is delivered:

- i. Warranty, warranty book and identification plate (if needed)
- ii. Key number

**PRICING**

Item No.	Spec. No.	Description - Make/Model	Each Price	Vendor
<b>SSP1-6</b>		<b>MINI Passenger Ext. Van FWD</b>		
1.	Bismarck	Dodge Grand Caravan	\$20,925.00	Ryan Dodge of Bismarck
2.	Valley City	Dodge Grand Caravan	\$20,992.00	Ryan Dodge of Bismarck
3.	Devils Lake	Dodge Grand Caravan	\$21,005.00	Ryan Dodge of Bismarck
4.	Minot	Dodge Grand Caravan	\$20,985.00	Ryan Dodge of Bismarck
5.	Grand Forks	Dodge Grand Caravan	\$21,035.00	Ryan Dodge of Bismarck
6.	Fargo	Dodge Grand Caravan	\$20,992.00	Ryan Dodge of Bismarck
<b>SSP2-1</b>		<b>4-Door Sedan FWD</b>		
7.	Bismarck	Ford Fusion	\$18,123.00	Nelson Auto Center Inc.
8.	Valley City	Ford Fusion	\$18,132.00	Nelson Auto Center Inc.
9.	Devils Lake	Ford Fusion	\$18,057.00	Nelson Auto Center Inc.
10.	Minot	Ford Fusion	\$18,107.00	Nelson Auto Center Inc.
11.	Grand Forks	Ford Fusion	\$17,997.00	Nelson Auto Center Inc.
12.	Fargo	Ford Fusion	\$18,023.00	Nelson Auto Center Inc.
<b>SSP2-2</b>		<b>Compact Station Wagon, SUV or Crossover</b>		
13.	Bismarck	Ford Escape	\$18,672.00	Hatton Ford Inc.
14.	Grand Forks	Ford Escape	\$18,534.00	Nelson Auto Center Inc.
15.	Fargo	Ford Escape	\$18,534.00	Nelson Auto Center Inc.
<b>SSP2-3</b>		<b>4-Door Hybrid Sedan FWD</b>		
16.	Bismarck	Ford Fusion Hybrid	\$23,693.00	Nelson Auto Center Inc.
17.	Fargo	Ford Fusion Hybrid	\$23,497.00	Nelson Auto Center Inc.
<b>SSP2-4</b>		<b>4-Door Compact Hybrid Sedan FWD</b>		
18.	Bismarck	Ford Fusion Hybrid	\$23,263.00	Nelson Auto Center Inc.
<b>SSP2-6</b>		<b>4-Door Sedan AWD</b>		
19.	Bismarck	Ford Fusion	\$23,187.00	Hatton Ford Inc.
20.	Fargo	Ford Fusion	\$23,064.00	Nelson Auto Center Inc.



**North Dakota State Procurement Office**  
*Office of Management & Budget, Central Services Division*  
 14<sup>th</sup> Floor Capitol Tower, 600 East Boulevard Ave Dept 012  
 Bismarck, ND 58505-0310  
 Telephone: (701) 328-2683 Fax: (701) 328-1615

**Contract Information**

<b>Term Contract Name:</b>	Pickups
<b>Term Contract Number:</b>	377
<b>Contract Period:</b>	10/01/2016 thru 09/30/2017
<b>Contract Administrator:</b>	Jamie Bostyan
<b>Phone Number:</b>	701-328-4912
<b>Fax Number:</b>	701-328-1615

**Contractor Information**

<b>Contractor Name:</b>	Ryan Dodge 1112 Missouri Avenue Bismarck, ND 58504
<b>Service Representative:</b>	Tom Rehborg
<b>Toll Free Telephone Number:</b>	800-245-6125
<b>Telephone Number:</b>	701-223-1170
<b>Fax Number:</b>	701-530-0536
<b>Email Address:</b>	<a href="mailto:t.rehborg@ryandodgebismarck.com">t.rehborg@ryandodgebismarck.com</a>

**Contractor Information**

<b>Contractor Name:</b>	Nelson Auto Center 2228 College Way Fergus Falls, MN 56537
<b>Service Representative:</b>	Sue Kugler
<b>Toll Free Telephone Number:</b>	800-477-3013 ext 8864
<b>Telephone Number:</b>	218-998-8864
<b>Fax Number:</b>	218-998-8813
<b>Email Address:</b>	<a href="mailto:skugler@NelsonFleet.com">skugler@NelsonFleet.com</a>

**Contractor Information**

<b>Contractor Name:</b>	Puklich Chevrolet Inc. 3701 State St. P.O. Box 1317 Bismarck, ND 58502
<b>Service Representative:</b>	Robert Leingang
<b>Toll Free Telephone Number:</b>	800-552-2299
<b>Telephone Number:</b>	701-223-5800
<b>Fax Number:</b>	701-223-7958
<b>Email Address:</b>	<a href="mailto:rleingang@puklich-chevrolet.com">rleingang@puklich-chevrolet.com</a>

**TERMS AND CONDITIONS**

**Delivery.** The contractor must deliver commodities and services by the required time. If after receiving the order, the contractor learns that the delivery requirements cannot be met, the contractor must immediately notify the Purchasing Agency by telephoned, in writing using e-mail or mail of the delay and the approximate date delivery may be expected.

- Delivery must be made within 90 -120 days, dependent on manufacturer' production schedule, after the contractor receives an order from the Purchasing Agency.

**Freight and F.O.B. Point.** Delivery and passage of title under this contract shall be as follows: Delivery will be F.O.B. Destination to the location specified on the Bid Cost Response section of the solicitation. The freight is to be included in the price of the products. Title will pass to Purchasing Agency or entity upon delivery to the specified destination.

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**PRICING**

Item No.	Spec. No.	Description - Make/Model	Each Price	Vendor
<b>SSP3-2</b>		<b>6,600 GVWR REG CAB 4X4 PICKUP MODEL 1500/F150</b>		
<b>1.</b>	<b>Bismarck</b>	RAM 1500	\$22,606	Ryan Dodge

2.	Fargo	RAM 1500	\$22,643	Nelson Auto Center
<b>SSP3-3</b>		<b>7,200 GVWR 4 DR EXT CAB 4X4 PICKUP LB MODEL 1500/F150</b>		
3.	Bismarck	Ford F150 X1E	\$26,847	Nelson Auto Center
4.	Valley City	Ford F150 X1E	\$26,827	Nelson Auto Center
5.	Devils Lake	Ford F150 X1E	\$26,847	Nelson Auto Center
6.	Grand Forks	Ford F150 X1E	\$26,827	Nelson Auto Center
7.	Fargo	Ford F150 X1E	\$26,818	Nelson Auto Center
<b>SSP3-4</b>		<b>6,900 GVWR 4 DR EXT CAB 4X4 PICKUP SB MODEL 1500/F150</b>		
8.	Bismarck	RAM 1500	\$25,600	Ryan Dodge
9.	Fargo	RAM 1500	\$25,613	Nelson Auto Center
<b>SSP4-3</b>		<b>9,500 GVWR 4 DR EXT CAB 4X4 PICKUP LB MODEL 2500/F250</b>		
10.	Bismarck	Chevrolet CK25953	\$28,750	Puklich Chevrolet
11.	Fargo	Chevrolet CK25953	\$28,867	Puklich Chevrolet
12.	Minot	Chevrolet CK25953	\$28,827	Puklich Chevrolet
<b>SSP4-4</b>		<b>9,500 GVWR 4 DR EXT CAB 4X4 PICKUP SB MODEL 2500/F250</b>		
13.	Bismarck	Chevrolet CK25753	\$28,440	Puklich Chevrolet
14.	Fargo	Chevrolet CK25753	\$28,557	Puklich Chevrolet
<b>SSP4-5</b>		<b>9,000 GVWR 4 DR CREW CAB 4X4 PICKUP SB MODEL 2500/F250</b>		
15.	Bismarck	RAM 2500	\$28,239	Ryan Dodge
16.	Grand Forks	RAM 2500	\$28,293	Nelson Auto Center
17.	Minot	RAM 2500	\$28,289	Ryan Dodge
18.	Valley City	RAM 2500	\$28,273	Nelson Auto Center
<b>SSP4-10</b>		<b>9,000 GVWR CREW CAB 4X4 PICKUP LB MODEL 2500/F250</b>		
19.	Bismarck	RAM 2500	\$28,420	Ryan Dodge
20.	Fargo	RAM 2500	\$28,393	Nelson Auto Center
<b>SSP4-11</b>		<b>10,000 GVWR CREW CAB 4X4 SRW PICKUP LB MODEL 3500/F350</b>		
21.	Bismarck	RAM 3500	\$30,597	Nelson Auto Center
22.	Valley City	RAM 3500	\$30,643	Nelson Auto Center
23.	Devils Lake	RAM 3500	\$30,698	Ryan Dodge
24.	Minot	RAM 3500	\$30,658	Ryan Dodge
25.	Grand Forks	RAM 3500	\$30,693	Nelson Auto Center
26.	Fargo	RAM 3500	\$30,543	Nelson Auto Center
<b>SSP4-12</b>		<b>10,000 GVWR CREW CAB 4X4 SRW PICKUP SB MODEL 3500/F350</b>		
27.	Bismarck	RAM 3500	\$30,447	Ryan Dodge
28.	Fargo	RAM 3500	\$30,397	Nelson Auto Center
<b>SSP4-15</b>		<b>12,000 GVWR CREW CAB 4X4 DRW PICKUP LB MODEL 3500/F350</b>		
29.	Bismarck	Chevrolet CK35943	\$31,450	Puklich Chevrolet
30.	Valley City	Chevrolet CK35943	\$31,572	Puklich Chevrolet
<b>SSP4-16</b>		<b>10,000 GVWR 4 DR EXT CAB 4X4 SRW PICKUP LB MODEL 3500/F350</b>		
31.	Bismarck	Ford F350	\$29,709	Nelson Auto Center
32.	Valley City	Ford F350	\$29,698	Nelson Auto Center
33.	Devils Lake	Ford F350	\$29,708	Nelson Auto Center
<b>SSP4-19</b>		<b>13,000 GVWR 4 DR EXT CAB 4X4 DRW PICKUP LB MODEL 3500/E350</b>		
34.	Bismarck	Chevy 3500 CK35953	\$30,140	Puklich Chevy
35.	Valley City	Chevy 3500 CK35953	\$30,227	Puklich Chevy
<b>SSP4-21</b>		<b>350 or 3500 4X4 CHASSIS EXT CAB SRW</b>		
36.	Fargo	RAM 3500 DD8L93	\$28,323	Nelson Auto Center

<b>SSP9-1</b>		<b>6,900 GVWR 4DR EXT CAB 4X4 PICKUP SB MODEL 1500/F150</b>		
37.	<b>Bismarck</b>	RAM 1500 DS6L41	\$25,577	Nelson Auto Center
38.	<b>Valley City</b>	RAM 1500 DS6L41	\$25,593	Nelson Auto Center
39.	<b>Devils Lake</b>	RAM 1500 DS6L41	\$25,662	Nelson Auto Center
40.	<b>Minot</b>	RAM 1500 DS6L41	\$25,693	Nelson Auto Center
41.	<b>Fargo</b>	RAM 1500 DS6L41	\$25,567	Nelson Auto Center
42.	<b>Grand Forks</b>	RAM 1500 DS6L41	\$25,667	Nelson Auto Center
<b>SSP9-2</b>		<b>6,900 GVWR 4DR CREW CAB 4X4 PICKUP SB MODEL 1500/F150</b>		
43.	<b>Bismarck</b>	RAM 1500 DS6L98	\$28,443	Nelson Auto Center
44.	<b>Devils Lake</b>	RAM 1500 DS6L98	\$28,613	Nelson Auto Center
45.	<b>Minot</b>	RAM 1500 DS6L98	\$28,557	Nelson Auto Center
44.	<b>Fargo</b>	RAM 1500 DS6L98	\$28,493	Nelson Auto Center
<b>SSP9-3</b>		<b>6,900 GVWR 4DR CREW CAB 4X4 PICKUP MODEL 1500/F150</b>		
45.	<b>Bismarck</b>	RAM 1500 DS6L91	\$27,527	Nelson Auto Center
46.	<b>Minot</b>	RAM 1500 DS6L91	\$27,652	Nelson Auto Center
47.	<b>Fargo</b>	RAM 1500 DS6L91	\$27,573	Nelson Auto Center
<b>SSP12-1</b>		<b>6,000 GVWR REG CAB 4X2 PICKUP MODEL 1500/F150</b>		
48.	<b>Fargo</b>	RAM 1500 DS1L61	\$18,443	Nelson Auto Center
49.	<b>Minot</b>	RAM 1500 DS1L61	\$18,495	Ryan Dodge
<b>SSP12-2</b>		<b>6,400 GVWR REG CAB 4X2 PICKUP MODEL 1500/F150</b>		
50.	<b>Valley City</b>	RAM 1500 DS1L62	\$18,497	Nelson Auto Center
51.	<b>Grand Forks</b>	RAM 1500 DS1L62	\$18,497	Nelson Auto Center
52.	<b>Fargo</b>	RAM 1500 DS1L62	\$18,494	Nelson Auto Center
<b>SSP12-3</b>		<b>9,000 GVWR REG CAB 4X2 PICKUP MODEL 2500/F250</b>		
53.	<b>Grand Forks</b>	RAM 2500 DJ2L62	\$21,243	Nelson Auto Center
54.	<b>Fargo</b>	RAM 2500 DJ2L62	\$21,194	Nelson Auto Center
<b>SSP12-4</b>		<b>9,000 GVWR REG CAB 4X4 PICKUP MODEL 2500/F250</b>		
55.	<b>Bismarck</b>	Ford F-250 F2B	\$23,741	Ryan Dodge
56.	<b>Minot</b>	Ford F-250 F2B	\$23,801	Ryan Dodge
<b>SSP12-6</b>		<b>13,000 GVWR REG CAB CHASSIS 4X2 DRW MODEL 3500/F350</b>		
57.	<b>Fargo</b>	Chevy Silverado CC36403	\$24,750	Puklich Chevrolet
<b>SSP12-7</b>		<b>6,600 GVWR REG CAB 4X4 PICKUP MODEL 1500/F150</b>		
58.	<b>Fargo</b>	RAM 1500	\$20,857	Ryan Dodge
<b>SSP12-8</b>		<b>6,900 GVWR 4DR EXT CAB 4X4 PICKUP SB MODEL 1500/F150</b>		
59.	<b>Grand Forks</b>	RAM 1500 DS6L41	\$23,996	Nelson Auto Center
60.	<b>Fargo</b>	RAM 1500 DS6L41	\$23,996	Nelson Auto Center
<b>SSP12-9</b>		<b>7,200 GVWR 4 DR EXT CAB 4X4 PICKUP LB MODEL 1500/F150</b>		
61.	<b>Grand Forks</b>	Ford F-150 X1E	\$26,798	Nelson Auto Center
62.	<b>Fargo</b>	Ford F-150 X1E	\$26,797	Nelson Auto Center
<b>SSP12-10</b>		<b>13,000 GVWR REG CAB CHASSIS 4X4 DRW W/SNOW PLOW PKG MODEL 3500/F350</b>		
63.	<b>Fargo</b>	RAM 3500	\$25,557	Ryan Dodge
<b>SSP12-12</b>		<b>6,700 GVWR 4DR EXT CAB 4X2 PICKUP SB MODEL 1500/F150</b>		
64.	<b>Fargo</b>	RAM 1500 DS1L41	\$20,691	Nelson Auto Center

<b>SSP12-14</b>		<b>13,000 GVWR REG CAB CHASSIS 4X4 DRW W/SNOW PLOW PACKAGE MODEL 3500/F350</b>		
<b>65.</b>	<b>Fargo</b>	RAM 3500	\$25,778	Ryan Dodge
<b>SSP15-4</b>		<b>10,000 GVWR CREW CAB 4X4 DIESEL SRW PICKUP LB MODEL 3500/F350</b>		
<b>66.</b>	<b>Fargo</b>	RAM 3500 D28L92	\$37,543	Nelson Auto Center
<b>SSP15-5</b>		<b>13,000 GVWR CREW CAB 4X4 DIESEL DRW PICKUP LB MODEL 3500/F350</b>		
<b>67.</b>	<b>Fargo</b>	RAM 3500 D28L92	\$38,591	Nelson Auto Center
<b>SSP18-1</b>		<b>550 4X4 CHASSIS EXTENDED CAB DRW</b>		
<b>68.</b>	<b>Bismarck</b>	RAM 3500 DP0L93	\$46,047	Nelson Auto Center
<b>SSP18-2</b>		<b>14,000 GVWR CREW CAB DIESEL DRW PICKUP LB MODEL 3500/F350</b>		
<b>69.</b>	<b>Fargo</b>	Ford F450	\$46,933	
<b>SSP18-4</b>		<b>TRUCK, REAR WHEEL DRIVE 25,500 LB GVW</b>		
<b>70.</b>	<b>Fargo</b>	Ford F650 F6A	\$48,571	Nelson Auto Center
<b>SSP18-10</b>		<b>550 or 5500 4X4 CHASSIS CREW CAB DRW</b>		
<b>71.</b>	<b>Fargo</b>	RAM 5500 DP0L93	\$37,572	Nelson Auto Center
<b>SSP18-11</b>		<b>550 4X4 CHASSIS CREW CAB DRW</b>		
<b>72.</b>	<b>Fargo</b>	RAM 5500 DP0L93	\$45,471	Nelson Auto Center