



**TO:** Mike Dzugan City Manager  
**FROM:** Joan M. Schouten, MBA CPIM CPPB Procurement Officer  
**DATE:** July 8, 2016  
**RE:** Recommendation to Award

### *2017 Ford Utility Police Interceptor (4 each)*

**Solicitation Process:** cooperative purchase through NWMC/SPC contract<sup>i</sup>

**Recommended Service Provider:** Currie Motors

The adopted FY 2017 Municipal Garage Fund budget includes a total of \$1,455,108 for vehicle replacement.

**Available Budget:** \$1,365,114

**Request for Purchase:** \$ 131,132 = 105,132 vehicle cost + \$26,000 upfitting cost (exclusive of trade-in/auction)

**Remaining Budget:** \$1,233,982

**Background:** The city's decision to purchase the above vehicles is based on the following:

- An analysis of the Police Department Patrol Division vehicles indicated numerous patrol vehicles were not reaching their targeted replacement mileage in the expected time frame while other units were being over utilized.
- To balance out usage, vehicles were reassigned, replacements deferred, and future years replacements expedited.
  - One (1) of the four (4) vehicles being replaced was originally scheduled to be replaced last year.
  - One (1) of the four (4) vehicles being replaced was originally scheduled to be replaced this year.
  - Two (2) of the four (4) vehicles being replaced were originally scheduled to be replaced in 2017.
  - Seven (7) vehicles scheduled to be replaced in 2016 have been deferred to accommodate these purchases.
- These vehicle replacements have been reviewed and approved by the vehicle committee. The vehicle committee has considered down-sizing, right-sizing, fuel footprints and operational efficiency in reviewing these purchases.
  - Upfitting costs due to reconfiguring the patrol division's fleet have been included within this recommendation. An average upfitting cost is estimated to be \$6,500/vehicle.
- The four (4) 2017 Ford Utility Police Interceptors, each cost \$32,783 inclusive of upfitting (exclusive of trade-in or auction). They replace:
  - #336: a 2006 Ford Crown Victoria with 68,470 miles will be traded in or auctioned.
  - #344: a 2013 Ford Utility Interceptor with 83,403 miles will be utilized in the patrol fleet until they reach approximately 100,000 miles.
  - #361: a 2012 Chevrolet Tahoe with 110,946 miles will be traded in or auctioned.
  - #365: a 2014 Ford Utility Interceptor with 71,724 miles will be utilized in the patrol fleet until they reach approximately 100,000 miles.

**Attachments:** none

<sup>i</sup> Purchasing, has conducted due diligence and affirms the Northwest Municipal Conferences' Joint Purchasing Program meets the goals of legal compliance, open competition, transparent process and impartial analysis.