

RAPID CITY POLICE DEPARTMENT
MEMORANDUM

July 18, 2006

LF080206-15

MEMO TO: Chief Tieszen
FROM: Sergeant Booth
SUBJECT: Chevrolet Tahoe Purchase

The 2007 Model year SUV bids have been awarded by the State of South Dakota. As part of our fleet rotation, we are scheduled to purchase a ½ ton 4x4 SUV for the Patrol Supervisors. The vehicle will be a 2007 Chevrolet Tahoe to be purchased in accordance with State Contract 22649 for a price not to exceed \$33,094.00. This item was budgeted as part of our 2006 Fleet Budget under line item 4360.

Brad Booth
Traffic Sergeant

ADVERTISING AUTHORITY

This form must be completed and approved by the City Finance Office prior to presenting items to the Common Council and/or Committees of the Common Council. This covers all items, which require formal bids, currently anything over \$15,000 (except emergency and repair costs).

- I. PROJECT ID NO.: MVA 2006
- II. PROJECT NAME: Motor vehicle Acquisition
- III. Project/Item(s) Description: Purchase of (1) Chevrolet Tahoe State Contract
22649

IV. BID LETTING DATE: August 7, 2006

- V. (IF APPLICABLE) Grant No.:
- Funding Source:
- Estimated Completion Date:
- Estimated Grant Receipt Date:

VI. ESTIMATED COST OF PROJECT/ITEM(S)	\$33,094.00
VII. BASIS OF PAYMENT	Assessed <input type="text"/>
	Non-Assessed <input type="text"/>
	Single Payment <input type="text"/>
	Partial Payment <input type="text"/>


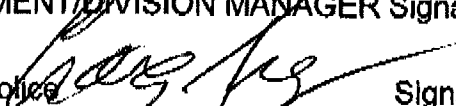
VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$

IX. APPROPRIATION DATA

Fund	0101			
Department	0201			
Line Item	4360			

X. DEPARTMENT/DIVISION:

Project Manager: Sergeant Brad Booth Date July 18, 2006
 Date July 18, 2006
 DEPARTMENT/DIVISION MANAGER Signature
 Chief of Police  Date July 18, 2006
 Signature

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
Appropriation Cash Flow	Date	Initial	Yes	No	Investment Desk Public Works Engineering Project Manager

WHEN BIDDING IS REQUIRED

Bidding is required of any local government entity when a purchase or contract equal to or exceeding \$15,000 is anticipated. This applies to contracts for the purchase, lease or rental of materials, supplies or equipment. If the contract is for the construction of public improvement, which involves the expenditure of a sum equal to or in excess of \$25,000; then advertisement for bids is required. (SDCL 5-18-2, 5-18-3).

(SDCL 5-18-18) Exemptions from Bidding -

- a) Purchase of utility services;
- b) Purchase of materials, supplies or equipment from the United State or its agencies, including purchases of federal surplus property;
- c) Equipment repair contracts;
- d) Purchase of surplus property from another public corporation;
- e) Purchase from the lowest bidder of an item contained on the state price list;
- f) Purchase from lowest bidder of an item competitively bid by another local government or by itself within the previous 12 months (documentation of such purchases is to be made in the entity's minutes and retained on file). A governing entity may not utilize the bid of another entity if the original bid specification included a trade-in allowance. If one entity accepts a bid net of trade-in allowances, another entity may not contract with the successful bidder by utilizing the 'original bid amount' for a cash outright purchase.