



CITY OF RAPID CITY

Growth Management Department
300 Sixth Street
Rapid City, South Dakota 57701-2724

MEMORANDUM

TO: Legal & Finance Committee

FROM: Marcia Elkins, Director
Growth Management Department

DATE: May 2, 2007

RE: Authorization to Purchase Vehicle from State of South Dakota Contract List

The Growth Management Department requests authorization to purchase three (3) Chevrolet Colorado Compact 4x4 Crew Cab Pickup vehicles from the State of South Dakota Contract list. The Advertising Authority and specification sheet for the requested vehicles is attached for your review. These vehicles will be utilized by the Building Inspections and Development Services for field inspections.

1037	Engine, 3.7 Liter	
2040	Transmission, Automatic	
4025	Radio, AM/FM CD	
A5100	Air Conditioning	
B5310	Bumpers Std. Front & Rear	
F5110	Floor Covering, Carpet	
H5110	Heater, Engine Block, Manufacturers Standard.	
H5520	Hubs, Automatic Locking	
L5235.2	Load Capacity, 1433 LB	
M5246	Measurement, Wheel Base 126"	
M5340	Mirrors, 5" X 7" Right & Left Outside	
S5120	Seats, Cloth, Split Bench	
T5595	Tire, Spare (Space Saver)	
W5310	Wipers, Multiple Speed	
Factory Freight		
Base Cost		\$17,999.00
3032	Brakes - ABS	\$ STD
B5320	Bumper, Rear Step	\$ STD
C5310	Cruise Control, Tilt	\$ STD
D5350	Door, 3 rd Rear	\$ STD
D5355	Door, 4 th Rear	\$ STD
F5115	Floor Covering, Carpet/Mats	\$ STD



EQUAL HOUSING
OPPORTUNITY

EQUAL OPPORTUNITY EMPLOYER

T5522	Tires, Mud and Snow Mfg. Std. (5)	\$294.00
S5200	Seat, Cloth Bucket	\$100.00
S5300	Spray on Bed Liner	\$550.00
T5596	Tire, Full Size Spare	\$215.00
	Delivery Freight	\$120.00
	Total Unit Cost	\$19,278.00
	Total Cost 3 Units	\$57,834.00

Total funding for the purchase of the above vehicles will be provided from the Development Service Budget #204 budget, Line Item 4360; \$44,900 currently budgeted and \$20,400 supplement approved at the April 16, 2007 City Council meeting.

Purchase of these vehicles will be used by three of the four (4) Limited Term positions approved at the April 16, 2007 City Council meeting. The four (4) Limited Term positions will be dedicated to the new commercial construction in the Interstate 90 corridor.

STAFF RECOMMENDATION: Staff recommends that the Growth Management Department be authorized to purchase three (3) Chevrolet Colorado Compact 4x4 Crew Cab Pickup Trucks from Lamb Chevrolet, Onida, South Dakota from the State of South Dakota Contract #14994 in an amount not to exceed \$57,834.00.

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.: State Contract #070-42ACD2

II. PROJECT NAME: Vehicle Purchase

III. Project/Item(s) Description:

Three (3) Chevrolet Colorado Compact 4x4 Crew Cab Pickup Truck

IV. BID LETTING DATE: Equipment Purchase from State Contract

V. (IF APPLICABLE) Grant No.:

Funding Source: Development Services #204

Estimated Completion Date:

Estimated Grant Receipt Date:

VI. ESTIMATED COST OF PROJECT/ITEM(S)

\$57,834.00

VII. BASIS OF PAYMENT

Assessed

Single Payment

X

Non-Assessed

Partial Payment

VIII. DISBURSEMENT SCHEDULE

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

IX. APPROPRIATION DATA

Fund	0101			
Department	0204			
Line Item	4360	\$57,834.00		

X. DEPARTMENT/DIVISION: Growth Management Department –Development Services Division

Project Manager: Marcia Elkins

Date _____

Date _____

DEPARTMENT/DIVISION MANAGER Signature

Marcia E

Date 4/22/07

GROWTH MANAGEMENT DIRECTOR Signature

FINANCE OFFICE USE ONLY		Approved		Carbon Copy
Date	Initial	Yes	No	
Appropriation	<u>4/24/07</u>	<u>CE</u>	<input checked="" type="checkbox"/>	Investment Desk
Cash Flow	_____	_____	_____	Public Works
				Engineering
				Project Manager

2007 STATE OF SOUTH DAKOTA VEHICLE SPECIFICATION

34. CLASS CD TRUCK COMPACT 4 X 4 CREW CAB 122 INCH WB MIN

COMMODITY CODE: 070-42ACD2

MFG. CHEVROLET MODEL COLORADO

LAMB CHEVROLET

CONTRACT #14994

1037 Engine, 3.7 Liter
2040 Transmission, Automatic
4025 Radio, AM/FM CD
A5100 Air Conditioning
B5310 Bumpers Std. Front & Rear
F5110 Floor Covering, Carpet
H5110 Heater, Engine Block, Manufacturers Standard.
H5520 Hubs, Automatic Locking
L5235.2 Load Capacity, 1433 LB
M5246 Measurement, Wheel Base 126"
M5340 Mirrors, 5" X 7" Right & Left Outside
S5120 Seats, Cloth, Split Bench
T5595 Tire, Spare (Space Saver)
W5310 Wipers, Multiple Speed
Factory Freight

Delivery Date 90-120 Days ARO Total Cost **\$17,999.00**

3032	Brakes – ABS	\$ STD
B5320	Bumper, Rear Step	\$ STD
C5310	Cruise Control, Tilt	\$ STD
D5350	Door, 3 rd Rear	\$ STD
D5355	Door, 4 th Rear	\$ STD
F5115	Floor Covering, Carpet/Mats	\$ STD
S5130	Seats, Vinyl	\$ NC
T5522	Tires, Mud and Snow Mfg. Std. (5)	\$ 294
S5200	Seat, Cloth Bucket	\$ 100
S5300	Spray on Bed Liner	\$ 550
T5596	Tire, Full Size Spare	\$ 215

CONTRACTORS

BILLION AUTO CENTER
PO BOX 459
Salem, SD 57058
Contact: Dave Niebuhr
Phone: 605-361-1919
Fax: 605-362-3493
dave.niebuhr@billionauto.com
Vendor #202048280-02
CONTRACT #14993

LAMB CHEVROLET
100 S. Highway 83 PO Box 27
Onida, SD 57564-0027
Contact: Dan Lamb

Phone: 605-258-2661
Fax: 605-258-2322
lambchev@sbtc.net
Vendor #460364799
CONTRACT #14994

WEGNER AUTO CO.
330 E. Sioux
Pierre, SD 57501-0339
Contact: Don Gordon
Phone: 605-224-9900 800-658-2277
Fax: 605-224-1659
dong@wegnerauto.com
Vendor #460282728
CONTRACT #14997

LAMB MOTOR CO.
PO Box 48
Onida, SD 57564-0048
Contact: Joey Lamb
Phone: 605-258-2627
Fax: 605-258-2279
lambmotor@venturecomm.net
Vendor #460457556
CONTRACT #14995

MURDO FORD
PO Box 186
Murdo, SD 57559
Contact: Gary Chase Cell: 605-
280-6330
Phone: 605-669-2391
Fax: 605-669-2784
murdoford@gwtc.net
Vendor #460349583
CONTRACT #14996

Freight Rates:

Freight from dealership to one of the locations (towns) listed below.

If the destination is other than the town listed, the State will choose the closest city.

FREIGHT CHARGE:

DELIVERY TO:	BILLION	LAMB CHEV	LAMB MOTORS	MURDO FORD	WEGNER AUTO
PIERRE	175	0	20	25	0
CUSTER	425	160	180	140	220
RAPID	380	120	130	120	190
ABDN	175	120	130	120	190
WTN	135	140	130	150	210
BRKGS	128	140	110	120	205
S FALLS	50	120	120	100	210
MITCHELL	50	110	90	70	190
VERM	135	150	140	150	220
CHAMB	135	90	80	50	140
HURON	127	100	85	75	140
MOB	380	95	100	100	190
SPEAR	455	120	150	130	200
REDFIELD	150	100	115	100	180
YANKTON	90	140	140	120	210

MOTOR VEHICLES

GENERAL SPECIFICATIONS:

SELLING DEALER – Prior to delivery, the selling dealer will notify the pre-delivery dealer and the ordering agency of the date the vehicle(s) will arrive at the shipping destination. The dealer will also furnish to the ordering agency the statement of origin and application for title. Invoices must be prepared in duplicate and furnished in accordance with the information shown on the purchase order. The dealer must furnish a paper plate license for each new car. Vehicle being bid must be new and the latest production model with all standard equipment and as specified below and all safety equipment required by Federal and State laws or advertised as standard equipment.

Dealer decals will not be allowed on vehicles purchased by the State of South Dakota.

The selling dealer will notify and make arrangements with the pre-delivery dealer for all equipment that is not of standard manufacture (spot-lights and trailer hitches) to be installed by the pre-delivery dealer.

All vehicles in above referenced classes will be delivered via transport truck to the dealership. The selling dealer or pre-delivery dealer will be responsible for delivery of units to the receiving agency. The selling dealer may pre-deliver the units without the use of a pre-delivery dealer.

The pre-delivery dealer or selling dealer will perform a pre-delivery inspection check list and an odometer certificate for each vehicle. Pre-delivery does not include front-end alignment except as provided on the check list.

The pre-delivery dealer or selling dealer will be required to provide a minimum of 5 gallons of fuel for each vehicle at the time of delivery at the specified delivery location. All fuel costs are to be allowed under the terms of the contract. The pre-delivery dealer or selling dealer will notify the ordering agency and deliver the vehicle to the agency destination.

Arrangements for any pre-delivery charges will be made between the selling dealer and the pre-delivery dealer. Any such charges will be included in the bid price of the vehicle. No additional charges will be authorized.

Warranty documents must be completed by the pre-delivery dealer. The pre-delivery dealer must notify the State Agency, and location on manufacturer's warranty record, to assure that defect or "call back" notices will be mailed to the agency where vehicles are domiciled.

Manufacturer authorized warranty repair stations must be available within seventy-five (75) miles of every city listed in the delivery schedule of this proposal. Warranty repair stations must have the proper facilities, special tools, and properly trained personnel to perform the maintenance. The South Dakota Office of Procurement Management has determined that the following motor vehicle manufacturers currently meet this requirement: Daimler Chrysler; Plymouth; Dodge; Buick; Cadillac; Chevrolet; GMC; Oldsmobile; Pontiac; Ford; Lincoln; and Mercury. By signing this document, the bidder verifies that it meets this requirement.

The bidder may be required to provide a list of locations within South Dakota from which warranty work will be administered.

A purchase order(s) will be issued to the selling dealer for vehicles delivered to their location. Invoices in duplicate for pre-delivery service will be furnished in accordance with information shown on the purchase order.

Vendor notes:

If a vehicle or vehicle class is bid that has the availability of an E-85 Flex Fuel engine it is required to be listed as Standard or an Option. If it is listed as an Option the cost difference Must be listed. "Contact Dealer for Pricing" will not be accepted.

(BR & BS) Class vans must have as STD or Option a Stability Enhancement System to assist driver in control of the unit during difficult driving conditions.

All towing packages to include the receiving hitch, wiring harness and plug.

All Cab Chassis vehicles must be true cab chassis, the State will not award a box delete option as a cab chassis.

All vehicles to have the following unless otherwise specified:

Battery: MFG. Standard
Paint: MFG. Standard Color
Upholstery: MFG. Standard
Air Bag: Driver Side or Passive Restraints

1. All units on this formal solicitation are to be bid and delivered in accordance with specifications and procedures outlined for 2007 model year vehicles.
2. All units in classes are F.O.B. destination. All other specifications are hereby made a part of this formal solicitation.
3. Please list the MAKE, MODEL AND DELIVERY DATE offered for each item. Unless otherwise specified, all equipment and accessories are to be factory engineered and installed.
4. All wheel rims shall be standard to permit use of tubeless or tube type tires unless specified otherwise.
5. All interiors shall be in harmonizing colors with black not acceptable.
6. All air-conditioned units must have tinted glass in all windows.
7. All interior floor areas manufacturers standard or as specified. Trunk areas will be covered.
8. All Highway Patrol cars shall be bid F.O.B. destination Pierre, SD. The selling dealer may option to pre-deliver vehicles.
9. Dealer decals will not be allowed on State purchased vehicles. If the dealer does install a decal, the dealer shall assume the responsibility of removing the decal, filling the holes and repainting the damaged area.
10. No deliveries will be accepted after 3:00 PM Central Time. Color and Vin Number are to be provided on all vehicles at least 7 – 10 days prior to actual delivery.
11. **PAYMENT:** The State of South Dakota will issue a warrant for payment of the vehicle(s) within 45 days from the date of delivery and acceptance of the vehicle by a State Agency. If the vehicle has a deficiency and does not meet specifications, payment will be held up until the deficiency is corrected. Local Governments (Cities, Counties, School Districts, etc.) must make arrangements with selling dealer on payment terms and conditions prior to ordering vehicles from the State of South Dakota contract. The selling dealer may decline to sell a vehicle to local governments if satisfactory payment terms and conditions are not acceptable.

AGENCY RESPONSIBILITIES

Three (3) State of South Dakota check lists will be provided to the ordering agency for each unit.

One completed copy will be retained by the pre-delivery dealer to attach to the invoice as proof of inspection.

One copy (pink copy) will remain with the vehicle in the glove box. This copy will be sent to John DeLoache, Fleet Management, Motor Pool.

One copy will be forwarded to ordering agency for their files.

RE-CHECK OF PRE-DELIVERY INSPECTION:

Agencies will be allowed to return the vehicle to the pre-delivery dealer for a re-check according to the pre-delivery check list.

Agency personnel will note all deficiencies that require correction on the check list. Deficiencies not checked WILL NOT be corrected.

Agencies must have the unit in service for 500 miles, or 10 days, before returning the unit for deficiency correction. No charges will be made by the pre-delivery dealer for any check list corrections, however, do not expect this service to continue beyond the number of days specified. Any correction of check list deficiencies after 20 days will be at agency expense.