



City of Grand Forks Staff Report

Committee of the Whole– N/A
City Council –May 6th, 2019

APPROVED & ACCEPTED
by City Council
Maureen Storstad
05/06/2019
Maureen Storstad
City Auditor

Agenda Item: Bid Acceptance – Police Interceptor Utility Package Vehicles

Submitted by: Lt. Dwight Love, Administration Division, Grand Forks Police Department

Staff Recommended Action: Accept: Request for Bid #2019-13

Committee Recommended Action:

Council Action:

BACKGROUND:

- GFPD advertised and requested bids for up to seven (7) full size Police Package 2020 Utility vehicles. Specifications were written to meet the needs of the GFPD and included requirement for all-wheel drive and a Hybrid Engine System. Specific vehicles were identified for trade-in to potential bidders.
- Due to budget restraints the Grand Forks Police Department will only be able to purchase six (6) replacement vehicles as reflected in the below table.
- Funding source is the 2019 Grand Forks Police Department’s appropriated budget with \$68,487 coming out of the Department’s Cash Carry-Over as directed within the 2019 Budget.
- Bid opening was April 29th, 2019.

ANALYSIS AND FINDINGS OF FACT:

- Only one (1) bid was received:

Vendor	Vehicle Offered:	Meets Specs	Per Vehicle Price Offered	Sub-Total Cost:	Total Trade-In	Final Total Cost:
Nelson Auto Fergus Falls, MN	6 - 2020 Ford Police Interceptor Utility Vehicles	Yes	\$36,731.20	\$220,387.20	\$44,400	\$175,987.20

- Table above reflects the costs of only six (6) vehicles not the seven (7) shown on the bid sheet. Final Costs were adjusted to reflect the reduction of one (1) vehicle.

SUPPORT MATERIALS:

- RFP documents, Specifications, and Bids received.

**CITY OF GRAND FORKS NORTH DAKOTA
REQUEST FOR BID**

Vendor Contact Information:

Nelson Auto Center, Inc. Fleet Department 2228 College Way Fergus Falls, MN 56537 Contact: Sue Kugler Email: skugler@nelsonfleet.com Phone: (218) 998-8864
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PLEASE SUBMIT YOUR PRICE ON THE ITEMS LISTED BELOW AND RETURN THIS FORM TO:

FINANCE & ADMINISTRATIVE SERVICES

By USPS: P. O. BOX 5200
Grand Forks, ND 58206-5200

By Courier Delivery: 255 N 4th Street,
Grand Forks, ND 58203

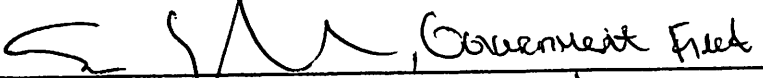
QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL	DELIVERY DATE
7	Latest Model Utility Police Interceptor Package Vehicles	<u>\$36,731.20</u>	<u>\$257,118.40</u>	Ford's current stated lead time is currently 22-24 weeks
	Trade-ins		<u>(\$51,800.00)</u>	
	Total		<u>\$205,318.40</u>	
	(Please see attached specifications) *****			

PRICES ARE F. O. B. GRAND FORKS, ND.

Bids/Proposals are to be submitted sealed with Bid Number 2019-13 clearly marked on the outside of the envelope by 2:00 p.m. on April 29, 2019.

All bids must be properly labeled on the outside of the bid envelope with the Bid Number and contain this form bearing a signature of an authorized officer or representative of the Vendor in order to be considered valid. Improperly labeled bids or those not containing a signed bid form will be rejected.

The City reserves the right to accept or reject any or all bids or part thereof, to accept one or more items of a bid without obligation as to other items, and to waive any informalities or irregularities.


 Vendor Signature / (REQUIRED FOR VALID BID) Manager

04/26/2019
DATE SIGNED

City of Grand Forks
Latest Model Utility Police Interceptor Package Vehicles
Bid Specifications
Request for Bid #2019-13

Introduction

The purpose of this project is to obtain Latest Model Utility Police Package Vehicles (SUV) to replace fleet vehicles used by the Grand Forks Police Department.

Return Mailing Address and Deadline for Receipt of Proposals

Sealed bids must be received by the City of Grand Forks at the location specified below no later than **2:00 PM, CENTRAL DAYLIGHT TIME on April 29th, 2019**. Bids will be publicly read at the opening. Envelopes or packages containing bids must be sealed and clearly addressed as described below to ensure proper delivery and to avoid being opened by the City before the deadline for receipt:

OFFICE OF FINANCE AND ADMINISTRATIVE SERVICES
City Hall, 255 North 4th Street
Grand Forks, North Dakota 58201-0310

REQUEST FOR PROPOSAL #2019-13
Latest Model Full-Size Police Package Vehicles
Opening Date: April 29th, 2019

Bids may not be delivered to the City of Grand Forks orally, by facsimile transmission, by other telecommunication, or electronic means. Vendors who choose to fax or electronically transmit signed bids to a third party are solely responsible to ensure the properly sealed bid is delivered to the location indicated above by the date and time designated as the deadline for receipt of proposals. Vendors assume the risk of the method of dispatch chosen. The City of Grand Forks assumes no responsibility for delays caused by any delivery service. Late bids or amendments will not be opened or accepted for evaluation.

Grand Forks Police Department Points of Contact

For clarification or additional information regarding this Request for Bids contact Lieutenant Dwight Love of the Grand Forks Police Department.

Office: (701) 787-8016

Cell: (701) 740-5970

Email: dlove@grandforksgov.com

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*City of Grand Forks, Latest Model Full-Size Police Package Vehicles
Bid Specifications, Request for Bid #2019-13*

1. GENERAL INFORMATION

1.1 Project Overview

1.1.1 The purpose of this project is to purchase up to seven (7) police package 4-door utility police interceptors depending on funding.

1.2 Roles and Responsibilities.

1.2.1 The City of Grand Forks is the solicitor and will have final authority on all specifications of the equipment.

1.2.2 The end-user and proposal evaluator is the Grand Forks Police Department.

1.2.3 The Point of Contact and project coordinator for any questions, clarifications or comments on this requested proposal will be Lt. Dwight Love of the Grand Forks Police Department. Cell number (701) 740-5970

1.3 Proposal procedures

1.3.1 Compliance with proposal procedures will be the responsibility of the vendor, and in accordance with established City of Grand Forks bid procedures.

1.3.2 Proposal presentation format is the vendor's responsibility. Proposals must include City of Grand Forks Request For Bid/Proposal form. Vendors are encouraged to submit proposals in sufficient detail to facilitate review by the Grand Forks Police Department Project Manager.

1.3.3 Proposals will be evaluated in accordance with criteria established in the City of Grand Forks Purchasing Policy (Adopted April 18th, 2011). Bid evaluation criteria include, but is not limited to, cost, specification, compliance, vendor reliability, and available funding.

1.3.4 City of Grand Forks retains the right to refuse any and all proposals.

1.3.5 Anticipated Timeline:

1.3.5.1 April 29th, 2019 at 2:00 PM, RFP deadline/opening.

1.3.5.2 May 6th, 2019 at 5:30 PM, bid recommendation submitted to the City of Grand Forks City Council for approval.

1.3.6 Viewing of identified trade-in may be scheduled by contacting Lt. Dwight Love at 701-740-5970 or Community Service Officer John Bjorgo at 701-215-9782.

**City of Grand Forks, Latest Model Full-Size Police Package Vehicles
Bid Specifications, Request for Bid #2019-13**

2. SPECIFIC PROJECT INFORMATION

2.1 GENERAL SPECIFICATIONS:

- 2.1.1 Proposal will be for up to seven (7) latest model full-size police package 4-door utility. (Contingent upon available funding) Specifications ARE REQUIRED unless otherwise stated.

- 2.1.2 Trade-Ins: (City of Grand Forks: Police Department reserves the right to make the selection of which of the below listed vehicles are traded in so that it reflects the number of vehicles purchased from the awarded bidder.)
Example: If the City of Grand Forks: Police Department purchases only five (5) vehicles; the Police Department would only trade in five (5) of the below listed seven (7) vehicles.
 - 2016 Black Ford 4-Door Police Utility Vehicle:
 - VIN #:1FM5K8AR1GGC73229
 - Mileage: 60492

 - 2016 Black Ford 4-Door Police Utility Vehicle:
 - VIN #:1FM5K8AR8GGC73230
 - Mileage: 62870

 - 2016 Black Ford 4-Door Police Utility Vehicle:
 - VIN #: 1FM5K8ARXGGC73231
 - Mileage: 67162

 - 2016 Black Ford 4-Door Police Utility Vehicle:
 - VIN#: 1FM5K8AR1GGC73232
 - Mileage: 61285

 - 2016 Black Ford 4-Door Police Utility Vehicle:
 - VIN#: 1FM5K8AR3GGC73233
 - Mileage: 75067

 - 2016 Black Ford 4-Door Police Utility Vehicle:
 - VIN#: 1FM5K8AR5GGC73234
 - Mileage: 68992

 - 2016 Black Ford 4-Door Police Utility Vehicle:
 - VIN#: 1FM5K8AR7GGC73235
 - Mileage: 66058

- 2.1.3 Proposed vehicles must meet all Federal Government regulations.

- 2.1.4 Vehicles are required to be equipped with all advertised standard factory equipment unless dealer installation is permitted.

*City of Grand Forks, Latest Model Full-Size Police Package Vehicles
Bid Specifications, Request for Bid #2019-13*

- 2.1.5 **Inspection:** Prior to acceptance of delivery to the Grand Forks Police Department, dealer SHALL schedule an inspection with the project manager or designee in order to determine compliance with specifications.
- 2.1.6 **License Plate Bracket:** Vehicles will be equipped with front license plate bracket. (Option Code: 153)
- 2.1.7 **Spare Tire:** Vehicles will be equipped with a full-size spare tire, must be police pursuit rated for utility
- 2.1.8 **Tools:** Minimum wheel wrench and jack required.
- 2.1.9 Quotation will include all setup and delivery costs to the Grand Forks Police Department at 122 South 5th Street, Grand Forks, ND 58201.

2.2 SPECIFICATIONS FOR LATEST MODEL FULL-SIZE POLICE PACKAGE 4-DOOR UTILITY:

- 2.2.1 **Airbags:** Frontal airbags for driver and passenger. Side airbags for driver and passenger
- 2.2.2 **Air Conditioning** required: System designed to prevent component damage due to high-speed driving. Auxiliary air conditioning for rear cargo area.
- 2.2.3 **DC/DC Converter:** 220 Amp.
- 2.2.4 **Battery:** Heavy-duty, 850 CCA/92-amp.
- 2.2.5 **Brakes:** a) Four-wheel power anti-locking braking system (ABS). b) Parking brake.
- 2.2.6 **Color:** Black exterior paint; interior will be dark blue or charcoal, gray is acceptable. Trim to be color coordinated.
- 2.2.7 **Cooling System:** Maximum size, police type cooling system, with “coolant recovery”. Prefer silicone hoses with aircraft quality clamps if available.
- 2.2.8 **Cruise Control:** Factory installed speed control required.
- 2.2.9 **Defroster/Heater:** a) Hot water, fresh-air type (largest size). b) Electric rear window defroster required.
- 2.2.10 **Differential:** 3.73 axle ratio.

***City of Grand Forks, Latest Model Full-Size Police Package Vehicles
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- 2.2.11 **Engine:** High performance 3.3L V6 Direct-Injection **Hybrid** Engine System Standard (AWD)
- 2.2.12 **Drive:** All wheel drive.
- 2.2.13 **Engine Block Heater:** Engine Block Heater is required. (Option Code: 41H)
- 2.2.14 **Floor Covering:** Black rubber/vinyl floor covering.
- 2.2.15 **Headlights:** High and low beam LED headlamps, with battery saver if available. If equipped with daytime running lights, design shall incorporate a means to turn the lights off at driver discretion.
- 2.2.16 **Hood Latch Release:** Interior latch release for engine hood.
- 2.2.17 **Lights, Switches & Headliner:** (a) Rear cargo compartment light. (b) Roof mounted red/white dome light in front compartment. Operation to be independent of other lights. (c) No interior light to be automatically illuminated by open doors.
- 2.2.18 **Locks** a) Power door locks required (driver/front passenger operated). b) Four keys furnished with EACH car – third and fourth keys may be dealer-supplied on original equipment blank - Simple Fleet Key (w/o microchip, easy to replace) only. c) ALL locks on purchased vehicles MUST be keyed alike; successful vendor WILL contact the Police Department point of contact for key code to match existing fleet. 1111X (if possible to match; Option Code: 59J)). d) Rear door handles required to be inoperable; Option Code: 68G (acceptable to be inoperative by use of child safety lock switch). e) Door chimes DISABLED.
- 2.2.19 **Mirrors:** a) Interior rearview mirror with day-night capability. b) Both left and right side exterior with interior remote control. c) Heated outside mirrors.
- 2.2.20 **Police Package:** Vehicle to be equipped as a police package designed for police use.
- 2.2.21 **Radio:** Basic features including a minimum AM/FM/clock radio with additional controls on the steering wheel for channel/volume.
- 2.2.22 **Radio Noise Suppression:** Vehicle shall be equipped with noise suppression package, to include any optional grounding straps. Vehicle shall not interfere or be affected by signals received or transmitted by the mobile police radio system nor shall vehicle systems be affected by the operation of the police radio system.

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- 2.2.23 **Seat Assembly:** a) Front seats required to be heavy-duty bucket type with heavy-duty cloth. Power adjustable, with lumbar adjustment for driver's seat. At least the driver's seat to have heavy-duty construction designed for rugged use and comfortable foam padded seat cushions. b) To permit installation of equipment, minimum width of nine (9) inches is required between the front bucket seats. c) Vinyl upholstery for rear seat.
- 2.2.24 **Speedometer:** Certified calibration speedometer. If equipped with digital speedometer, 1 mph increments required.
- 2.2.25 **Spotlight:** Driver's side, LED spotlight. Windshield "A" pillar mounted and factory installed. (Option Code: 51R)
- 2.2.26 **Steering:** Power steering system designed for high speed pursuit driving.
- 2.2.27 **Steering Wheel:** Tilt type steering wheel required, round with anti-slip surface. Column shift lever
- 2.2.28 **Suspension System:** a) Heavy-duty front and rear suspension. b) Heavy-duty shock absorbers. c) Heavy-duty stabilizer bars, front and rear. d) Heavy-duty frame.
- 2.2.29 **Tires:** Police pursuit tires, all-season radials with black sidewalls. Speed rating to meet or exceed vehicle performance capabilities.
- 2.2.30 **Tire Pressure:** Equipped with tire pressure monitoring system, if available.
- 2.2.31 **Transmission:** Ten speed fully automatic, heaviest duty available
- 2.2.32 **Liftgate:** Manual liftgate with fixed glass.
- 2.2.33 **Wheels & Covers:** Minimum 17" heavy-duty construction, designed for police use, black in color with standard "hub" covers if available.
- 2.2.34 **Windows:** a) Side windows electrically powered with active controls for driver and front passenger. b) Power driver express-down feature. c) Master lock switch for all windows on the driver's door. d) All glass full solar tinted. e) Rear window controls deactivated.
- 2.2.35 **Windshield Wipers:** Multiple speed electric wiper/washer with intermittent feature.
- 2.2.36 **Flooring/Seats:** Rear Console Plate: (Option Code: 85R)

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2.2.37 Rear View Camera Backing Display: Located on rearview mirror.

2.2.38 Additional Features (if not already standard):

- Pre-wiring for grill: Option Code 60A
- Delete and Disregard Front Console Plate: Option Code 85D
- Global Lock/Unlock: Option Code 18D

2.2.39 Lithium-Ion Battery Pack

2.3 Qualification Procedures

2.3.19 Suitable substitution must meet or exceed the specifications listed above. Requests for equivalent substitution must be submitted in writing to the Grand Forks Police Department Point of Contact prior to 4:00 PM, April 24th, 2019.

2.3.20 Difficulty or concerns in meeting the proposal requirements must be submitted in writing to the Grand Forks Police Department Point of Contact prior to 4:00 PM on April 24th, 2019.

2.3.21 Vendors shall include three (3) references.