

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

A RESOLUTION transferring \$53,450.00 within the 2012 Park Fund and awarding three-year contracts for the lease/purchase and financing of vehicles for use by the Park Safety Division of the Parks and Recreation Department to Dick Smith Ford of Raytown, MO, and Municipal Leasing Consultants of Grand Isle, VT, under the terms and conditions of Invitation to Bid No. 88-12, at cost to the County for 2012 not to exceed \$53,449.87, and a total three-year cost not to exceed \$157,946.35.

RESOLUTION NO.18023, November 13, 2012

INTRODUCED BY Fred Arbanas, County Legislator

WHEREAS, the Park Safety Division of the Parks and Recreation Department is in need of six new Ford Interceptor Utility vehicles; and,

WHEREAS, the Director of Finance and Purchasing solicited formal written bids on Invitation to Bid 88-12 for these vehicles, including lease/purchase financing; and,

WHEREAS, a total of thirty-six notifications were distributed and responses were received from two dealerships, as follows:

<u>BIDDER</u>	<u>TOTAL VEHICLE COST</u>
Dick Smith Ford Raytown, MO	\$156,156.00
Warrensburg Ford Warrensburg, MO	\$161,095.44

WHEREAS, the Director of Finance and Purchasing recommends the award of a thirty-six month contract for six new Ford Interceptor Utility vehicles to Dick Smith Ford of Raytown, MO, under the terms and conditions of Invitation to Bid 88-12, at a cost to County not to exceed \$156,156.00, for the reason that it has submitted the lowest and

best bid; and,

WHEREAS, the Director of Financing and Purchasing recommends the award of a thirty-six month contract for the furnishing of financing for this purchase to Municipal Leasing Consultants of Grand Isle , VT (agent for Wells Fargo Equipment Finance, Inc), at a cost to the County of \$1,790.35, for the reason that it has submitted the lowest and best bid; and,

WHEREAS, a transfer is necessary for this purchase because the financing option requires the first payment to be made upon acceptance of this contract; and,

WHEREAS, the County Executive recommends this transfer; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the following transfer be made within the 2012 Park Fund:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Park Fund Park Safety			
003-1605	55010 – Regular Salaries	\$53,450	
003-1605	58120 – Vehicles		\$53,450

and,

BE IT FURTHER RESOLVED by the County Legislature of Jackson County, Missouri that the award be made as recommended by the Director of Finance and Purchasing,

and that the Director be, and is hereby, authorized to execute for the County any documents necessary for the accomplishment of the award; and,

BE IT FURTHER RESOLVED that the Director of Finance and Purchasing be, and hereby is authorized to make all payments, including final payment, on the contracts, to the extent that sufficient appropriations to the using agency are contained in the then current County budget.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

[Signature]
Chief Deputy County Counselor

W. Stephen Nixen
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 18023 of November 13, 2012, was duly passed on November 19, 2012 by the Jackson County Legislature. The votes thereon were as follows:

Yeas 7

Nays 0

Abstaining 0

Absent 0

11/19/12
Date

Excused 2 Mary Jo Spino
Mary Jo Spino, Clerk of Legislature

Funds sufficient for this transfer are available from the source indicated below.

ACCOUNT NUMBER: 003 1605 55010
ACCOUNT TITLE: Park Fund
Park Safety
Regular Salaries
NOT TO EXCEED: \$53,450.00

There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.

ACCOUNT NUMBER: 003 1605 58120
ACCOUNT TITLE: Park Fund
Park Safety
Vehicles
NOT TO EXCEED: 53,450.00

Funding for future years is subject to annual appropriation in the County's then current budget.

November 8, 2012
Date

[Signature]
Director of Finance and Purchasing

REQUEST FOR LEGISLATIVE ACTION

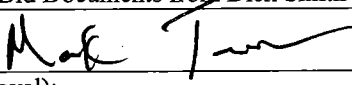
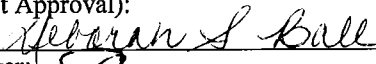
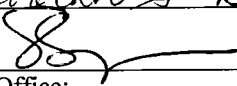
Completed by County Counselor's Office:

Resolution No.: 18023

Sponsor(s): Fred Arbanas

Date: Nov. 13, 2012

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Transferring \$53,450.00 within Park's budget and awarding a Three Year Contract for the Lease/Purchase of Vehicles for the Parks + Rec Department from Dick Smith Ford (Dealership) of Raytown, Missouri and Municipal Leasing Consultants (Financing) of Grand Isle, Vermont; under the Terms and Conditions of Invitation to Bid No. 88-12.</u></p>																		
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$53,449.87</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$53,449.87</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$</td> </tr> <tr> <td colspan="2">Source of funding (name of fund) and account code number;</td> </tr> <tr> <td colspan="2">TRANSFER FROM:</td> </tr> <tr> <td>003-1605-55010, Park Fund, Parks-Park Security, Regular Salaries</td> <td>\$53,450.00</td> </tr> <tr> <td colspan="2">TO ACCOUNT:</td> </tr> <tr> <td>003-1605-58120, Park Fund, Parks-Park Security, Vehicles</td> <td>\$53,450.00</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required)</p> <p><input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Estimated Use:</p> <p>First Annual Amount \$53,449.87 followed by Two Annual Payments of \$52,248.24; Three Year Contract Amount \$157,946.35 subject to appropriation of annual budget.</p> <p>The RLA only approves the term and supply contract; funds were already appropriated through the annual budget adoption. Figures included in the background section are for informational purposes to provide an estimate of contract value.</p> <p>Prior Year Budget (if applicable): N/A</p> <p>Prior Year Actual Amount Spent (if applicable): N/A</p>	Amount authorized by this legislation this fiscal year:	\$53,449.87	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$53,449.87	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number;		TRANSFER FROM:		003-1605-55010, Park Fund, Parks-Park Security, Regular Salaries	\$53,450.00	TO ACCOUNT:		003-1605-58120, Park Fund, Parks-Park Security, Vehicles	\$53,450.00
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TO ACCOUNT:																			
003-1605-58120, Park Fund, Parks-Park Security, Vehicles	\$53,450.00																		
<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): N/A Prior resolutions and (date): N/A</p>																		
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Teddy Ballard, Senior Buyer, 881-3465</p>																		
<p>REQUEST SUMMARY</p>	<p>The Parks + Rec Department requested the Lease/Purchase of Vehicles. The Purchasing Department issued Invitation to Bid No. 87-12 in response to this request.</p> <p>A total of 36 notifications were distributed. The following responses were received - 2 dealerships and 4 financing institutions:</p>																		

	TOTAL VEHICLE COST	ANNUAL PAYMENT	TOTAL 3 YR COST
DEALER			
Dick Smith Ford (Jackson County), Raytown	\$156,156.00	\$54,885.87 (3)	\$164,655.61
Warrensburg Ford (Johnson County), Warrensburg	\$161,095.44	\$56,617.28 (3)	\$169,851.84
FINANCING	ANNUAL PAYMENTS		TOTAL 3 YR COST
Municipal Leasing	\$53,449.87 (1), \$52,248.24 (2)		\$157,946.35
Clayton Holdings/Commerce Bank	\$53,222.34 (3)		\$159,667.01
Ford Motor Credit	\$54,885.87 (3)		\$164,657.61
US Bank	\$54,917.55 (3)		\$164,752.64
<p>Actual total vehicle costs came in higher than the estimated \$156,000. Annual payments from the financing institutions reflect actual vehicle costs bid.</p> <p>Pursuant to Section 1054.6 of the Jackson County Code, 1984, the Director of Finance and Purchasing recommends a Three Year Contract for the Lease/Purchase of Vehicles for the Parks + Rec Department from Dick Smith Ford (Dealership) of Raytown, Missouri and Municipal Leasing Consultants (Financing) of Grand Isle, Vermont; under the Terms and Conditions of Invitation to Bid No. 88-12; as the lowest and best bidders.</p> <p>The Director of Finance and Purchasing also requests the transfer of \$53,450.00 within the Park's budget as follows:</p> <p>From Account: 003-1605-55010, Park Fund, Parks-Park Security, Regular Salaries</p> <p>To Account: 003-1605-58120, Park Fund, Parks-Park Security, Vehicles</p>			
CLEARANCE	<input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)		
ATTACHMENTS	Abstract of Bids; Evaluation Memo from Mr. Mark Trosen, Parks + Rec Department, and Pertinent Pages of the Bid Documents from Dick Smith Ford and Municipal Leasing.		
REVIEW	Department Director: 	Date:	11/7/2012
	Finance (Budget Approval): If applicable 	Date:	11-7-12
	Division Manager: 	Date:	11/7/12
	County Counselor's Office:	Date:	

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in ____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance #
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

**Fiscal Note:
Jackson County, Missouri**

Funds sufficient for this transfer are available from the sources indicated below.

Date: November 8, 2012 PC# _____ RES # 18023

<u>Department / Division</u>	<u>Character/Description</u>	<u>From</u>	<u>To</u>
Park Fund - 003			
1605 - Park Safety	55010 - Regular Salaries	53,450	
	58120 - Vehicles		53,450

Fiscal Note:

This expenditure was included in the Annual Budget.

Date: November 8, 2012 PC# _____ RES # _____

<u>Department / Division</u>	<u>Character/Description</u>		<u>Not to Exceed</u>
003 - Park Fund			
1605 - Park Safety	58120 - Vehicles		53,450

Abraham S Ball 11-8-12
Budgeting



**JACKSON COUNTY
Parks & Recreation**

22807 Woods Chapel Road
Blue Springs, Missouri 64015
www.jacksongov.org/recreation

Administration
Historic Sites
Ranger Station
Recreation
(816) 503-4800
Fax (816) 795-1234

Kemper Outdoor
Education Center
(816) 229-8980

Fred Arbanas
Golf Course
(816) 761-9445

Blue Springs Marina
(816) 795-1112

Jacomo Marina
(816) 795-8888

Longview Marina
(816) 966-0131

Special Population
Services
(816) 763-5130

MEMORANDUM

TO: Teddy Ballard, Senior Buyer

FROM: Mark Trosen, Deputy Director of Park Operations
John Vaughn, Superintendent of Park Safety and Enforcement

DATE: November 6, 2012

SUBJECT: Recommendation re: Invitation to Bid No. 88-12
"Lease Purchase Six (6) Each Ford Police Interceptor Special Service Vehicles or Comparable"

Bids from Dick Smith Ford and Warrensburg Ford have been reviewed to determine compliance with the specifications. While the vehicle bid by both vendors meets the criteria, the bid by **Dick Smith Ford** has been determined to be the lowest and best bid:

VENDOR	BID PER VEHICLE
Dick Smith Ford	\$26,026.00
Warrensburg Ford	\$26849.24

The total amount of the lease/purchase AGREEMENT for six (6) ford Police Interceptor Special Service Vehicles would be **\$156,156.00**.

Bids from Ford Motor Credit, U. S. Bank, Clayton Holdings and Municipal Leasing have reviewed to determine the lowest and best lease/purchase option. **Municipal Leasing Option 1A** has been determined to be the lowest and best bid:

LENDER	FEES	TOTAL FINANCED	TOTAL COST
Ford Motor Credit	\$425	\$156,581	\$164,657.60
US Bank	\$599	\$156,755	\$164,752.64
Municipal Leasing Option A	\$0	\$156,156	\$160,189.41
Municipal Leasing Opt. 1A	\$0	\$156,156	\$157,946.35
Clayton Holdings	\$0	\$156,156	\$159,667.01

Municipal Leasing Option 1A involves an accelerated payment schedule with the second payment due 54 days after the first payment. This accelerated schedule provides significant savings (\$1721) over the next lowest bidder.

The Parks + Rec Department recommends a Three Year Contract for the Lease/Purchase of vehicles from Dick Smith Ford (Dealer) and Municipal Leasing Consultants (Financing) as the lowest and best bidders and further request the following transfer:

<u>Department/Division</u>	<u>Character/Description</u>	<u>From</u>	<u>To</u>
Park Fund	Park Safety/Interpretation		
003-1605	55010 – Regular Salaries	\$53,450	
003-1605	58120 – Automobiles		\$53,450



Municipal Leasing Consultants
7 Old Town Lane
Grand Isle, VT 05458-2325
Tel (802) 372-8435
Fax (802) 372-4775
www.PowerOfLeasing.com

October 17, 2012
REVISED 11-6-2012

Jackson County Purchasing Department
Room G-1, Ground Floor
Jackson County Courthouse
415 East 12th Street
Kansas City, MO 64106

Re: Bid No. 88-12

Dear Sir/Madam:

Municipal Leasing Consultants, an independent woman-owned business, is pleased to present the following proposal to lease certain capital equipment pursuant to the following terms and conditions:

LESSOR: Municipal Leasing Consultants, its Agents or Assignee

LESSEE: Jackson County, MO

EQUIPMENT: Six (6) 2013 Ford Police Interceptor SUV's or Comparable

EQUIPMENT COST: \$156,156.00

PAYMENT STRUCTURES: **Option A1:**
Tax-Exempt Lease Purchase - FISCAL
Three (3) Years – in Advance
First payment of \$53,449.87 due upon acceptance followed by Two (2)
Payments of \$52,248.24 commencing 01-15-2013 and Annual thereafter
* See attached Amortization Schedule

RATE: **2.71%**

As part of the proposal process, we encourage you to contact us to discuss the intricacies of our proposal and your specific goals. There are many variations available to our proposed financing structure, which can be "fine tuned" as our dialog progresses.

The preceding costs are estimates and thus, the payment amount would be changed in proportion to the actual cost. The Vendor(s) will be paid upon the Lessee's authorization and the execution of mutually acceptable documentation.

THE ABOVE QUOTES ARE FIXED FROM OCTOBER 23, 2012 TO NOVEMBER 22, 2012 IN ANTICIPATION OF **CLOSING / FUNDING** BY THIS DATE. THEREAFTER, THE RATE WILL FLOAT AND NOT BE LOCKED IN UNTIL DOCUMENTS ARE PREPARED FOR CLOSING AND WILL BE BASED ON THE LIKE TERM SWAP RATES.

QUOTATION

A. Purchas of Vehicles - Six (6) Each 2013, Ford Police Interceptor, SUV, 4 x 4 with Police Package, or Comparable

\$ 26,026 - Price per Vehicle

\$ 156,156 - Total Vehicle Costs

Model Year and Manufacturer Bid: 2013 FORD

Model Bid: UTILITY POLICE INTERCEPTOR

Vehicle delivery time after receipt of notification of award: 8-10 weeks

B. Lease of Vehicles - Three (3) Year Plan

\$ 156,156.⁰⁰ - Total Vehicle Estimate Costs

\$ 425.⁰⁰ - Additional Fees, if any One time total underwriting fee included in payments.

\$ 156,581.⁰⁰ - Total Amount Financed

.350527 - Payment Factor, APR 5.25 %

\$ 54,885.⁸⁷ - Annual Payment Amount for 3-Year Plan

SIGNATURE: <u>Greg A Lofton</u>	DATE: <u>10/22/12</u>
NAME: <u>GREG A- LOFTON</u> (Print or Type)	PHONE: <u>816-353-1495</u>
TITLE: <u>FLEET SALES MANAGER</u> (Print or Type)	CELL: <u>913-963-4460</u>
COMPANY NAME: <u>DICK SMITH FORD, INC</u> (Print or Type)	FAX: <u>816-313-0941</u>
EMAIL ADDRESS: <u>glofton@dicksmithford.com</u> (Print or Type)	
WEB ADDRESS: <u>www.dicksmithford.com</u> (Print or Type)	

EVALUATION REQUIREMENTS

All bids received that are responsive to the General Conditions, Specifications, and other provisions of this Invitation to Bid will be evaluated. An Evaluation Committee made up of Jackson County, Missouri Personnel will evaluate bids and make recommendations. Jackson County, Missouri shall be the sole judge of the bids submitted and its decisions shall be final.

QUESTIONS

All questions regarding this Invitation to Bid must be in writing and emailed as detailed under General Conditions, Item Number Five on Page Nine of this Invitation to Bid by 5:00 PM, CDT on Wednesday, October 17, 2012. Point of Contact for the Purchasing Department is Teddy Ballard, email address is tballard@jacksongov.org. All questions will be answered in the form of an Addenda and posted on the County's website. **FAILURE TO FOLLOW THIS PROCEDURE MAY RESULT IN THE REJECTION OF YOUR BID.**

ATTACHMENT 1
TO
SCHEDULE - MASTER EQUIPMENT LEASE-PURCHASE AGREEMENT
LEASE PAYMENT SCHEDULE

<u>Lease Payment Number</u>	<u>Lease Payment Date</u>	<u>Lease Payment</u>	<u>Interest Portion</u>	<u>Principal Portion</u>	<u>Concluding Payment</u>
1		54,885.87	0.00	54,885.87	156,581.00
2		54,885.87	5,338.99	49,546.88	101,695.13
3		54,885.87	2,737.62	52,148.25	1.00
TOTALS		164,657.61	8,076.61	156,581.00	