



STAFF REPORT

SAUSALITO CITY COUNCIL

AGENDA TITLE:

Police Administrative Vehicle Replacement Request

RECOMMENDED MOTION:

Approve Expenditure of Funds

SUMMARY

The Sausalito Police Department has an administrative vehicle that has reached 120,000 odometer miles which makes it a candidate for replacement as an emergency vehicle.

BACKGROUND

The Sausalito Police Department, in an attempt to maintain a fleet of quality vehicles, rotates their vehicles throughout the department on a regular basis. This process is to ensure that we get the most from the vehicles before they are required to be retired.

The Sausalito Police Department was not able to purchase a vehicle through the State of California Vehicle Purchasing Contract via the Department of General Services due to the fact that they did not have a vehicle that would fit the needs of the department and the city. We obtained three estimates for the same vehicle through three different Ford dealers in the Bay Area, which complies with the City of Sausalito's purchasing policies.

By purchasing this hybrid vehicle, the department is attempting to save on fuel costs as well as assist in the reduction of pollution. The funding will come from the City of Sausalito "Vehicle Replacement Fund". The department is following the recommendation of the city's Finance Committee by purchasing an American-made hybrid vehicle. Another hybrid vehicle in fleet will also help the department stay within the allotted gasoline budget.

ISSUES

This hybrid vehicle will replace a 2000 Chevrolet Impala that is in poor repair and has an odometer reading of over 120,000 miles. This Impala was scheduled to be the next vehicle replaced due to high mileage.

FISCAL IMPACT

The vehicle will be purchased from the lowest bidder and will cost \$27,158.19; and additional cost of \$2011.92 will be incurred to equip this vehicle as an authorized emergency vehicle. This vehicle is pre-funded through the Vehicle Replacement Fund which is contributed to annually.

Item #: 4B10
Meeting Date: 7-21-09
Page #: 1


STAFF RECOMMENDATIONS

Authorize the appropriation of \$29,170.11 from the Vehicle Replacement Fund for the purchase of a Ford Fusion Hybrid vehicle.


ATTACHMENTS

1. Three Bids from Ford dealers.
2. Estimate from Pursuit

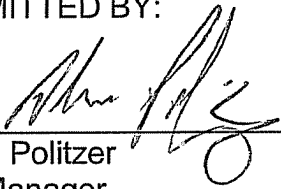
PREPARED BY:


Stacie Gregory, Sergeant

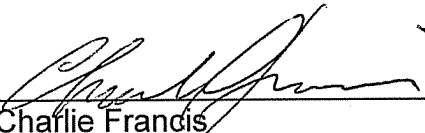
REVIEWED BY (Department Head):


Scott Paulin, Chief of Police

SUBMITTED BY:

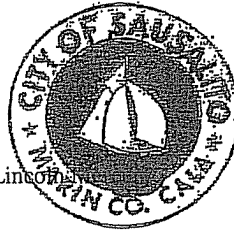

Adam Politzer
City Manager

REVIEWED BY:


Charlie Francis
Director of Administrative Services / Treasurer

Purchase Order

City of Sausalito
 420 Litho Street
 Sausalito, CA 94965
 (415) 289-4100



PO Number: 00001459

Vendor: HILLTOPF
 Michael C Steads, Inc dba Hilltop Ford Lincoln
 3280 Auto Plaza
 Richmond, CA 94806

Order Date: 07/06/2009

Deliver to:

Shipping Instructions:

Comment:

Quantity	Price	Amount	Tax Amt	Handling Amt	Total Amt	Balance Due	Task Code	Type
1.00	24,965.00	24,965.00	2,184.44	8.75	27,158.19	27,158.19 -	240-500-7000-770	
2010 Ford Fusion Hybrid for Chief Paulin								
1.00	1,845.80	1,845.80	166.12	0.00	2,011.92	2,011.92 -	240-500-7000-770	
Outfitting for Chief Paulin's 2010 Ford Fusion hybrid unmarked car (lights, siren, etc.).								
TOTALS:		26,810.80	2,350.56	8.75	29,170.11	29,170.11		

MA
 16 JUL 09

Signature: _____

Title: _____

4/B10
 3

Purchase Orders

Requisitions Proof List

1459

4/B10
4

User: jimmegan
07/13/2009 - 10:24 AM

Req No	Description	PO No	Vendor Name	GL Account Number	GL Account Description	Status	Amount
Department: 200							
Employee: Susan D. Barnes							
684	2010 Ford Fusion Hybrid for Chief Paulin		Michael C Steads, Inc dbaHill	240-500-7000-770	Vehicle Expense	Approved	27,158.19
685	Outfitting for Chief Paulin's new hybrid unmarked		Pursuit North	240-500-7000-770	Vehicle Expense	Approved	2,011.92
					Total:		29,170.11
							29,170.11
							29,170.11

Finance

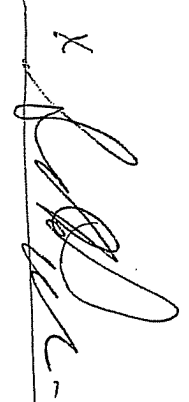
sbarnes

Requisitions Proof List

Date: 07/06/2009
Time: 11:08:02

10/10

Req No	Reg Date	Item Name	Vendor No	Appr Status	Account No	PM Task and Type	Quantity	Price	Amount
Dept: 200									
Employee No: BARNS									
0000684	07/06/2009		HILLTOPF	Approved	240-500-7000-770		1.00	27,158.19	27,158.19
Warning: General Ledger The budget for account 240-500-7000-770 is exceeded by \$19,408.19									

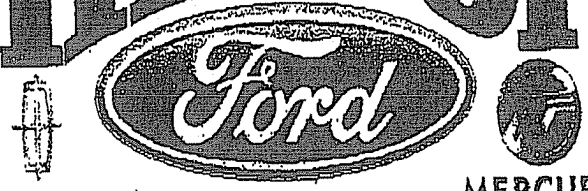
X


Employee Total: 27,158.19
 Dept Total: 27,158.19
 Grand Total: 27,158.19

Sales tax (included) \$ 2184.41
 Tire tax (included) \$ 8.75
27,158.19

Michael Stead's

HILLTOP



LINCOLN

MERCURY

WWW.STEADAUTO.COM
 COMMERCIAL VEHICLE DEPARTMENT
 EARL WEINSTEIN
 PH.# 510.222.4444 FAX# 510.222.2930

TO: STACY Gregory

FROM: EARL WEINSTEIN
510-304-7869

COMPANY: Sausalito

DATE _____

FAX #: _____

TOTAL PAGES _____

PHONE # _____

OUR FAX# 510-222-2930

NOTES/COMMENTS:

3280 AUTO PLAZA DR. RICHMOND, CA. 94806
 PHONE # 510.222.4444 FAX # 510.222.2930

4B10
7

DEALER 72B 016

VIN 3FADP0L39AR161120

	Suggested Retail Price	Invoice Amount
FUSION HYBRID	27270.00	24993.00
SPECIAL DEALER ACCOUNT ADJUSTM		1033.00-
SPECIAL FLEET ACCOUNT CREDIT		235.00-
1003-414205/05/09CA		1.00-
2010 MODEL YEAR		
UJ STERLING GRAY METALLIC		
TW DK CHARCOAL CLOTH BUCKETS		
INCLUDED ON THIS VEHICLE		
.RAPID SPEC 500A		
OPTIONAL EQUIPMENT		
993 .2.5L I4 HEV ENGINE	NC	NC
44H R-CVT AUTO TRANSMISSION	NC	NC
T7C P225/50R17 V-RATED TIRES	NC	NC
1E3 FRONT LICENSE PLATE BRACKET	NC	NC
425 50 STATE EMISSIONS	NC	NC
TOTAL OPTIONS	00	00
TOTAL VEHICLE & OPTIONS	27270.00	23724.00
DESTINATION & DELIVERY	725.00	725.00
TOTAL FOR VEHICLE 27995.00		
03 U.S. GAL FUEL CHARGE 6.87		
NET INVOICE FLEET OPTION (B4A) 7.00		
SHIPPING WEIGHT 3489 LBS.		
TOTAL 27995.00 24462.87		

Stock # F5724
 Key Code 0730X

This invoice may not reflect the final cost of the vehicle in view of the possibility of future rebates, allowances, discounts and incentive awards from Ford Motor Company to the dealer.

Sold to Michael Stead's Hilltop Ford L72B016 3280 Auto Plaza Richmond CA 94806		Order Type 5B	Ramp Code RN76	Batch ID 9F012	Price Level 020
Ship to (if other than above):		Date Inv. Prepared 06 01 09	Item Number 72-R10B	Transit Days 09	
Invoice & Unit Identification NO. 3FADP0L39AR161120		Final Assembly Point HERMOSILLO		Finance Company and/or Bank BANK OF AMERICA #1 660019	
Total Holdback	Invoice Total	A & Z Plan	D Plan	X Plan	
	24462.87				

4310
8

This invoice to be used for the billing of vehicles only

Dealer's copy

SAUSALITO PD

2010 FORD FUSION 4D SDN FWD HYBRID
LIFE CO:

1 MICHAEL STEAD'S HILLTOP FORD

1 DEAL #	26288	11 TRADE #1	0.00	19 DOC FEE	0.00
2 DEAL DATE	06/30/2009	12 PAYOFF #1		20 WARR PREM	
3 STOCK #	F5724	13 DEPOSIT		21 MAINT PREM	
4 PRICE	24965.00	14 CASH DOWN		22 GAP PREM	0.00
5 AFT MARKET		15 REBATE	0.00	23 MSRP	27995.00
TOTAL AFTMKT	0.00	TOTAL DOWN	0.00	24 BALLOON	
		16 REGISTERED STATE	CA	ADJ BALLOON	
6 TERM	1	17 COUNTY CODE	MR		
7 RATE	0	18 COUNTY RATE	8.7500	AMT FINANCED	27158.19
8 DAYS	30	GOVT FEES	8.75		
9 PAY/YEAR	12	TAXES	2184.44		
10 PYMT DATE	07/30/2009	RO/PO #1		INS:	
		RO/PO #2		MEMO#1	
STATUS S		RO/PO #3		MEMO#2	

(LINE#) (M=MODIFY) (?=CMD LIST)
SHIFT F1=FKEYS BANK=CASH DEAL

NO CR
MONTHLY PYMT () 27158.19

4/10
10



PRICE QUOTE

DATE: 05/26/09

TO: SGT. STACY GREGORY
SAUSALITO P.D.

FROM: BILL LAZAR
ASST. FLEET DIRECTOR
650-301-7069 (PHONE)
650-301-7121 (FAX)

SUBJECT: 2010 FUSION HYBRID

SEE ATTACHED SPEC'S.

FLEET PRICE	\$ 26,476.00
SALES TAX	2,382.84 (9.00)
DMV	EXEMPT
CAL TIRE FEE	8.75
TOTAL	\$ 28,867.59

I have included 4 pages of standard features. The fusion has all the standard features listed on all pages.

4B10
11

CNGP530

VEHICLE ORDER CONFIRMATION

05/26/09 19:24:32

==>

Dealer: F72024

2010 FUSION

Page: 1 of 1

Order No: 9999 Priority: 10

Order Type: 2 Price Level: 020

Ord Code: 500A Cust/Flt Name:

PO Number:

RETAIL

RETAIL

P0L FUSION HYBRID \$27270

TOTAL

\$27995

UH TUXEDO BLACK

THIS IS NOT AN INVOICE

T CLOTH SEATS HEV

W CHARCOAL BLACK

500A RAPID SPEC

993 .2.5L I4 HEV ENG NC

44H .E-CVT AUTO TRAN NC

T7C .P225/50R17 TIRE NC

FRT LICENSE BKT NC

425 50 STATE EMISS NC

3 U.S. GAL GAS

PRICED DORA NC

FDAF ASSESSMENT

DEST AND DELIV 725

TOTAL BASE AND OPTIONS 27995

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit

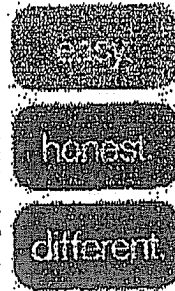
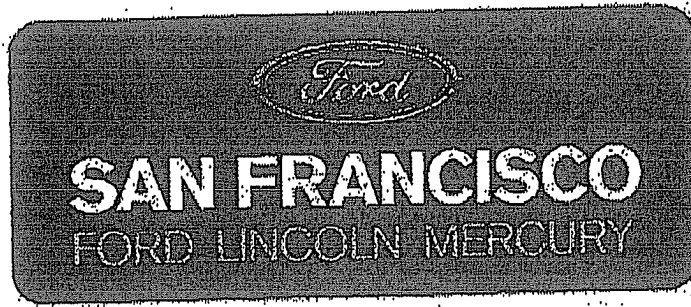
F5=Add to Library

S099 - PRESS F4 TO SUBMIT

QC07737

Bill Lazar
Serramonte Ford
999 Serramonte Blvd.
Colma, CA 94014
Tel. (650) 301-7069
Fax. (650) 301-7121

4B10
12



Fax Cover Sheet

To: City of Sausalito From: Frank Ginotti
 Fax: 415-289-4125 Pages: 2
 Phone: 415-289-4170 Date: 5-26-09
 Re: 2010 Ford Hybrid CC:

Urgent For Review Please Comment Please Reply Please Recycle

• Comments:

Hello,

*Per the attached
 "order basic only"
 Frank*

Thank You,
 Frank Ginotti
 San Francisco Ford
 Email: fginotti@sanfranciscoford.com
 Phone: 415-575-4113
 Fax: 415-255-1962

*4/13/10
 13*

Dealer: F72026

Page: 1 of 1

====> _____
 2010 FUSION
 Order No: 9000 Priority: G2 Ord FIN: QB699 Order Type: 5B Price Level: 020
 Ord Code: 500A Cust/Flt Name: SAUSALITO PO Number: FUSION HYBR

	RETAIL	DLR INV	DEST AND DELIV	\$725	\$725.00
P0L FUSION HYBRID	\$27270	\$24993.00	TOTAL BASE AND OPTIONS	27995	24462.73
LS LIGHT ICE BLUE			TOTAL	27995	24462.73
T CLOTH SEATS HEV			*THIS IS NOT AN INVOICE*		
L MED LIGHT STONE					

500A RAPID SPEC			SHIP-TO: 72C701		
993 .2.5L I4 HEV ENG	NC	NC	San Francisco Ford Lincoln Mer		
44H .E-CVT AUTO TRAN	NC	NC	San Francisco, CA		
T7C .P225/50R17 TIRE	NC	NC			
FRT LICENSE BKT	NC	NC			
425 50 STATE EMISS	NC	NC			
SP DLR ACCT ADJ		(1033.00)			
SP FLT ACCT CR		(235.00)			
3 U.S. GAL GAS		5.73			
B4A NET INV FLT OPT	NC	7.00			
PRICED DORA	NC	NC			

F1=Help F2=Return to Order F3/F12=Veh Ord Menu
 F4=Submit F5=Add to Library
 S099 - PRESS F4 TO SUBMIT QC060811
 PLU b 0

SAN FRANCISCO FORD LINCOLN MERCURY
 1595 VAN NESS AVE
 SAN FRANCISCO, CA 94109

Handwritten:
 \$24,965.80
 55.00 Doc fee
 9.95 Title tax
 2251.80 9% tax

 \$27,280.55 Total

4B10
 14

sbarnes

Requisitions Proof List

Date: 07/06/2009
Time: 12:16:49

18/15

Reg No: 200
Dept: 200
Employee No: BARNES
0000685 07/06/2009

Item Name: PURSUIT
Vendor No:
Appr Status: Approved
Account No: 240-500-7000-770
PM Task and Type:
Quantity: 1.00
Price: 1845.80
Amount: 2,011.92

Employee Total: 2,011.92
Dept Total: 2,011.92
Grand Total: 2,011.92

X Sbarnes

Sales Tax (Included)

\$ 166.12
2,011.92

Quotation

PURSUIT NORTH
880-A HOWE RD.
MARTINEZ, CA 94553

925-370-2144
925-370-2087

Quote Number:
3028

Quote Date:
MAY 27 2009

Page:
1

Quoted to:

SAUSALITO P.D.
ATTN: CAPT. DON MAC QUARRIE
300 LOCUST STREET
SAUSALITO, CA 94966

Ship to:

SAUSALITO P.D.
300 LOCUST ST.
SAUSALITO, CA 94966

Customer ID	Good Thru	Payment Terms	Sales Rep	
SAUS011	6/26/09	Net 30 Days	MARY E. PAGLIERO	

Quantity	Item	Description	Unit Price	Extension
1.00	FED-323105-43	DELTA RAY II VISOR LIGHT (84) T1-3/4 LEDS, RED/BLUE	217.00	217.00
1.00	WHE-UHF2150A	HEADLIGHT/GRILLLIGHT FLASHER WITH 4 FLASH PATTERNS FOR POSITIVE PATTERNS OR NEGATIVE HEADLIGHT SWITCHING	55.40	55.40
2.00	WHE-CS220	WHELEN TWO OUTLET, 20 WATT OUTPUT (27 WATTS INPUT) , HI POWER ONLY, (REPLACES VPPSEE)	84.50	169.00
4.00	ABL-21.7121C	HIDE-A-FLASH STROBE TUBE, CLEAR, W/CABLE & CONNECTORS	45.00	180.00
1.00	FED-MS100	DYNAMAX SPEAKER (SPEAKER BRACKET NOT INCLUDED, SOLD SEPERATELY)	191.45	191.45
1.00	FED-8567079A-01	KIT, BRACKET, DYNAMAX/MS100, UNIVERSAL BAIL BRACKET, ALL VEHICLES	20.75	20.75
1.00	WHE-ALPHA12R	REMOTE SIREN, FOR USE W/REMOTE SWITCHES, (PURCHASED SEPARATELY), SELECTABLE FOUR TONE HANDS-FREE SIREN, FOR A SINGLE 100 WATT SPEAKER	191.00	191.00
1.00	WHE-ALPHAS	3 POSITION TOGGLE SWITCH, CONTROLS 3 SIREN TONES & OTHER WARNING LIGHTS, DEVICE FUNCTIONS RATED AT 30 AMPS	56.20	56.20
1.00	99997	MISC MATERIALS / INSTALLATION KIT	50.00	50.00
1.00	99995	FABRICATION LABOR TO VISOR LIGHT; 4-CORNER STROBE SYSTEM; HEADLIGHT	715.00	715.00
			Subtotal	Continued
			Sales Tax	Continued
			Freight	
			Total	Continued

4/13/10
16

Quotation

PURSUIT NORTH
 880-A HOWE RD.
 MARTINEZ, CA 94553

925-370-2144
 925-370-2087

Quote Number:
 3026

Quote Date:
 MAY 27 2009

Page:
 2

Quoted to:

SAUSALITO P.D.
 ATTN: CAPT. DON MAC QUARRIE
 300 LOCUST STREET
 SAUSALITO, CA 94966

Ship to:

SAUSALITO P.D.
 300 LOCUST ST.
 SAUSALITO, CA 94966

Customer ID	Good Thru	Payment Terms	Sales Rep
SAUS011	6/26/09	Net 30 Days	MARY E. PAGLIBRO

Quantity	Item	Description	Unit Price	Extension
		FLASHER; LIGHTS/SIREN CONTROLLER w/TOGGLE FOR CHIEF'S VEHICLE		
			Subtotal	1,845.80
			Sales Tax	166.12
			Freight	
			Total	2,011.92

4/3/0
 17

**City of Sausalito
Sole Source/Brand Request**

Sole source/brand purchasing is an exception to the normal procurement function and requires a detailed justification. Please note that personal preference for product or vendor DOES NOT constitute justification for sole source and/or one brand or trade name.

Justification must be able to withstand a possible audit or a vendor's protest.

1. What are the unique performance features of the product/brand requested that are not available in any other product/brand? (For services: What unique qualifications does this vendor possess?)

This is the only local company that sets up police vehicles with emergency equipment. Also, it's the only company that will pick up and deliver vehicles being worked on.

2. What other products/services have been examined and rejected, and why? (*Please be specific.*)

N/A

Requested by _____ Date _____