



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	Approve purchase of new Ford F150 ½ ton 4x4 Extended Cab Pick-up Truck and declare surplus the 2004 F150 4x4.		
Presenter & Title:	Hal Wright, Superintendent of Electrical Services		
Date:	August 13, 2018		
<i>Please Check Appropriate Box:</i>			
<input checked="" type="checkbox"/>	Committee of the Whole Meeting		Special Committee of the Whole Meeting
<input checked="" type="checkbox"/>	City Council Meeting		Special City Council Meeting
<input type="checkbox"/>	Public Hearing		Other -
Associated Strategic Plan Goal/Objective:			
Estimated Cost: \$ \$30,647.00	Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Other Funding? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>If "Other Funding," please explain how the item will be funded:</i>			
Executive Summary:			
Replaces 2004 Ford F150 ½ ton Pickup Truck with bed lift.			
<ul style="list-style-type: none"> • Mileage is 40,098 – recommendation replacement after 120 months in service and/or 50,000 miles • 178 months in service – recommendation 120 months in service. • Significant Rust and Corrosion has been found in frame, body and mounting brackets for lift. 			
<p>The F150 is used daily by the electric department for service requests, meter exchanges and hauling material to and from the Geneva Generation Facility. The existing truck has a bed mounted lift, but this lift model has been discontinued and was not included in the replacement cost. We are modifying operating procedures to utilize other existing vehicles fitted with lifting equipment when needed.</p>			
<p>Proposals were solicited for both cash purchase as well as different leasing and financing options. The results are included in the attached tabulation.</p>			
<p>The existing truck (#1122) will be declared surplus and used as a trade-in with an agreed upon value of \$2500.00, pending delivery of the new F150.</p>			
Attachments: (please list)			
<ul style="list-style-type: none"> • Resolution 2018-84__ 			

- Bid Tabulation
- Memo from Superintendent Wright dated 07-23-2018
- Quote from Prescott Brothers

Voting Requirements:

This motion requires a simple majority vote for passage.

The Mayor may vote on three occasions: (a) when the vote of the aldermen or trustees has resulted in a tie; (b) when one half of the aldermen or trustees elected have voted in favor of an ordinance, resolution, or motion even though there is no tie votes; or (c) when a vote greater than a majority of the corporate authorities is required by state statute or local ordinance to adopt an ordinance, resolution, or motion.

Recommendation / Suggested Action: *(how item should be listed on agenda)*

Approve resolution to purchase a new Ford F150 ½ ton 4x4 Extended Cab Pickup Truck from Prescott Brothers Auto Group in Rochelle, IL for the amount of \$30,647.00 and declare surplus the 2004 F150 4x4 upon delivery of the new truck.

RESOLUTION NO. 2018-84

**RESOLUTION AUTHORIZING EXECUTION OF
Approval to purchase of new Ford F150 ½ ton 4x4 Extended Cab Pick-up Truck and declare
2004 F150 4x4 surplus.**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GENEVA, KANE COUNTY, ILLINOIS, as follows:

SECTION 1: That the City Administrator is hereby authorized to purchase, on behalf of the City of Geneva, a new Ford F150 ½ ton 4x4 Extended Cab Pick-up Truck from Prescott Brothers Auto Group of Rochelle, IL for the price of \$30,647.00 and to declare the 2004 F150 4x4 surplus pending delivery of the new F150.

SECTION 2: This Resolution shall become effective from and after its passage as in accordance with law.

PASSED by the City Council of the City of Geneva, Kane County, Illinois, this 20th day of August, 2018

AYES: __ **NAYS:** __ **ABSENT:** __ **ABSTAINING:** __ **HOLDING OFFICE:** __

Approved by me this 20th day of August, 2018.

Mayor

ATTEST:

City Clerk

2018-19 Vehicle Lease Bid Tabulation	Model	Purchase	36 month closed lease	36 month open lease	48 month open lease	60 month open lease
Vendor						
Prescott Brothers	F150	\$29,957.00		\$931.78	\$718.78	\$592.90
	Explorer	N/A				
	F450	N/A				
	Class 7	N/A				
Acme Auto Leasing	F150	N/A	\$565.00	\$1,980.00	\$941.00	\$805.00
	Explorer	N/A	\$665.00	\$1,060.00	\$850.00	\$730.00
	F450	N/A	\$1,610.00	\$2,601.00	\$2,082.00	\$1,780.00
	Class 7	N/A				
NJPA	F150	\$31,150.00		\$954.45	\$727.65	\$595.35
Illinois State Bid	F150	\$31,075.00				

Notes

Closed Lease requires the vehicle be returned to the dealer or purchased for an agreed up cash value

Open Lease makes the vehicle available for purchase of \$1.00 at the end of the lease term.

NJPA and Illinois State Bid were not received as part of the RFP but are included for reference



PUBLIC WORKS DEPARTMENT MEMORANDUM

August 13, 2018

Memo To: Mayor Burns, Committee of the Whole

From: Hal Wright, Superintendent of Electrical Services

Re: Recommendation for the purchase of Ford F150 ½ ton 4x4 Extended Cab Pickup Truck and declare the 2004 F150 4X4 of surplus.

Truck 122 has been in service since 2003, it has accumulated 178 months in service and 43,800 miles since new.

Truck 122 is utilized by the Electric Division for daily service requests, utility locates, meter change out and transporting material to and from the Geneva Generation Facility. In addition, the vehicle is used as a "pool" vehicle for the Electric Division for other day-to-day business.

In evaluating purchase options, staff drafted an RFP for purchase, or leasing and financing of the vehicle. Included in the RFP were specifications for a ½ ton pickup, midsize SUV, a 1 ton pickup with plow and a Class 7 truck with plow. The RFP followed the required protocol and was publicly advertised and posted on the City of Geneva's Bids/RFP webpage. The proposals were publicly opened on June 23 at 10:00 am. As shown in the accompanying bid tabulation, two companies responded.

Staff also requested quotes on two joint purchasing platforms, the National Joint Powers Alliance (NJPA) and the Illinois State Bid, these quotes are also included in the bid tabulation. NJPA also offers a quoted lease option.

Leases were requested as both open ended and closed ended. An open-end lease offers the vehicle for purchase of \$1.00 at the end of the least term, this is similar to a traditional finance plan. A closed-end lease requires the vehicle to be returned at the end of the lease period or purchased for an agreed upon price at the end of the lease term.

The final bid tabulation is included on the attached sheets for reference.

The lowest proposal is listed below:

	Model	Purchase	36 month closed lease	36 month open lease	48 month open lease	60 month open lease
Prescott Brothers	F150	\$29,957.00	N/A	\$931.78	\$718.78	\$592.90
	Explorer	N/A	N/A	N/A	N/A	N/A
	F450	N/A	N/A	N/A	N/A	N/A
	Class 7	N/A	N/A	N/A	N/A	N/A
	Total Cost	\$29,957.00	N/A	\$33,545.08	\$34,502.44	\$35,575.00

Based on the above quotes, it is staff's recommendation to purchase the vehicle outright versus the open-ended lease options.

The replacement chassis will be a Ford F150 purchased through Prescott Brothers Auto Group in Rochelle, IL. Staff requested an option of a spray-in bed liner, tool boxes, the purchase of municipal title and plates and installation of a radio and various safety equipment to be provided by the dealer. Total price plus options is included in the attached quote from Prescott Brothers Auto Group.

The existing truck 122 has been evaluated and will be declared surplus and traded in for this purchase with a trade-in value of \$2,500.00.

Staff Recommendation:

It is staff's recommendation to award a purchase contract for a new Ford F150 ½ ton 4x4 Extended Cab Pickup to Prescott Brothers Auto Group in Rochelle, IL, for the price of \$30,702.00 and to declare surplus the 2004 F150 4X4, upon delivery of the new F150, to be used as trade-in.

Cc: Stephanie Dawkins, City Administrator
 Rich Babica, Director of Public Works
 Aaron Holton, Manager of Electric Operations
 Jennifer Hilkemann, Manager of Distribution Construction & Maintenance
 Kirk Landberg, Purchasing & Inventory Coordinator

PRESCOTT BROTHERS INC.

SINCE 1929

CHRYSLER • JEEP • DODGE • RAM • FORD

MENDOTA RTS. 34 & 251 • P.O. BOX 708 • MENDOTA, ILLINOIS 61342
 BUS: 815/539-9388 FAX: (815) 538-2800

SANDWICH 962 E. CHURCH STREET • SANDWICH, ILLINOIS 60548
 BUS: (815) 786-8970 FAX: (815) 786-8950

ROCHELLE 620 S. 7TH STREET • ROCHELLE, ILLINOIS 61068
 BUS: 815-562-2177 FAX: 815-562-6540

UP-DATED

QUOTE SHEET

BILL OF SALE

Date July 12 2018
 Name City of Geneva
 Name Public Works
 Address 22 South First St.
Geneva IL 60134

Salesperson Randy Willoughby
 Driver's License _____
 Driver's License _____
 DOB _____ DOB _____
 Home # _____ Work or Cell 630-742-8368

Year <u>2018</u>	Make <u>FORD</u>	Model <u>F-150</u>	Body <u>SuperCab</u>	Color <u>White</u>	Stock # <u>—</u>
Engine <u>5.0L V-8</u>	Odometer <u>—</u>	New/Used <u>New</u>	VIN <u>ORDER</u>		

DESCRIPTION OF TRADE IN

Year 2004 Make FORD Model F150
 Color White Body Reg Cab Mileage 40573
 VIN 2FTRF18W94CA17320 Cyl. V-8

License _____ Exp. Date _____ Sticker # _____
 Appraised by: Jason Liefheit

Balance owed to: _____
 Amount\$ _____

I hereby authorize an investigation of my credit history, and the release of that information:

Social Security Number _____
 Signature _____
 Social Security Number _____
 Signature _____

Authorized by: _____

1. Unless dealer furnishes buyer with dealer's written warranty or service agreement, or the used car sticker on the window of the vehicle indicates otherwise, all goods, services and vehicles sold hereunder are sold "AS IS". Warranties, if any, on dealer-installed accessories are provided by the manufacturer or supplier of such accessories and not dealer. Only the manufacturer or supplier of such accessories is responsible for performance under any such warranty. This limitation in no way affects the vehicle manufacturer's warranty, if any.
2. If this is a credit sale and a financing disclosure statement has not been completely filled in, this order is not binding on either the Buyer or the Dealer, and either can cancel it, in which event the Buyer will recover the deposit. However, this order shall become binding on the Buyer upon Buyer's receipt of a completely filled in financing disclosure statement.
3. THE SALESPERSON HAS NO AUTHORITY TO MAKE ANY PROMISES OR REPRESENTATIONS UNLESS THEY ARE WRITTEN ON THIS ORDER AND APPROVED BY DEALER'S AUTHORIZED REPRESENTATIVE.
4. THE ADDITIONAL TERMS AND CONDITIONS PRINTED ON REVERSE ARE PART OF THIS ORDER.
5. Unless otherwise noted, the buyer's name listed on line (A) below is the registered owner of the vehicle. If credit life insurance and/or accident and health insurance is selected, the registered owner of the vehicle is the insured.

- Accessories → Osha approved First Aid Kit
- ① Mopar Roadside Kit w/ fire ext & triangles
 - ① Motorola XPR2500 VHF 45Watt Radio
Installed & programmed
 - ① EMFLX-M10001 VHF/UHF Broad band
quarterwave roof mount antenna, e/lm
Plex poly spring 108-512 MHz
 - ① Curt Farged Receiver Mount Pintle
Hook w/receiver pin
 - ② WG175-3-01 weather guard Lo Side
Boxes mounted & installed

1	TOTAL PRICE CAR & EQUIPMENT	<u>30452.00</u>
2	TRADE MARKET VALUE	<u>2500.00</u>
3	DIFFERENCE	<u>27952.00</u>
4	ACCESSORIES	<u>2415.00</u>
5	REGISTRATION FEE	
6	DOCUMENTARY FEE	<u>175.00</u>
7	SALES TAX 6.25%	
8	LICENSE & TITLE FEE	<u>105.00</u>
9	SERVICE CONTRACT	
10	LESS REBATE IF APPLICABLE	
11	CASH DOWN	
12	VEHICLE PAYOFF	
13	GRAND TOTAL - DELIVERED	<u>30647</u>

BUYER REPRESENTATIONS: Buyer certifies that no credit has been either extended to him by dealer or arranged for him by dealer for the cash down payment unless it appears in writing on the face of this order. The front and back of this Order comprise the entire agreement affecting this purchase and no other agreement or understanding of any nature concerning same has been made or entered into, or will be recognized. I have read the matter printed on the back hereof and agree to it as part of this order as if it were printed above my signature. I certify that I am 18 years of age or older, and hereby acknowledge receipt of a copy of this order.

PURCHASER'S SIGNATURE

DATE

PURCHASER'S SIGNATURE

DATE

SEE REVERSE SIDE FOR ADDITIONAL TERMS AND CONDITIONS