

EXHIBIT A



TO: Mayor Shaun Sipma
Members of the City Council

FROM: Captain Justin Sundheim

DATE: April 18, 2022

SUBJECT: PURCHASE OF 2022 POLICE VEHICLES FROM STATE BID

I. RECOMMENDED ACTION

- A. **Recommend accepting quote by Nelson Auto, Fergus Fall, MN and purchasing seven (7) 2022 Ford Interceptor Utility Vehicles using North Dakota State Contract for a total cost of \$254,768.72.**

II. DEPARTMENT CONTACT PERSONS

John Klug, Chief of Police	857-9800
Justin Sundheim, Captain	857-4717

III. DESCRIPTION

- A. Background
The Police Department budgeted for five (5) all-wheel drive patrol cars to be purchased in 2022. The Police Department also budgeted for two (2) investigators vehicles for 2022.
- B. Proposed Project
The purchase of five (5) Ford Interceptor Utility vehicles will replace vehicles in the fleet used by officers for normal patrol and emergency responses to calls. Two (2) Ford Interceptor Utility vehicles will be used by the Investigations Division to respond to calls for service relating to investigations in our community.
- C. Consultant Selection
Nelson Auto Center was awarded the ND state contract for law enforcement vehicles to include Ford Sport Utility vehicles, which is our current make/model of our existing fleet. The contract period is 11/04/21 through 09/30/2022.

IV. IMPACT:

- A. Strategic Impact:
The purchase of seven (7) Ford Interceptor Utility Vehicles allows the department to replace vehicles which are nearing the end of life for emergency operations and law enforcement functions. Those vehicles will be moved to administrative purposes such as travel/training, to other city departments, or publicly auctioned. It is critical to maintain a fleet of emergency vehicles that will perform consistently without ongoing mechanical issues.

B. Service/Delivery Impact:

Purchasing the vehicles will maintain the delivery of law enforcement services to the citizens of Minot. Postponing purchases of vehicles will likely result in increased expense and ongoing unknown delivery dates. It may also result in vehicle(s) being unavailable for law enforcement functions due to delays in repair abilities.

C. Fiscal Impact:

<u>Project Costs</u>	
Capital Purchase (2022 Budget)	\$260,000.00
Per Patrol Vehicle Cost	\$36,317.84
Total Vehicle (x5) Cost	\$181,589.20
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Per Investigations Vehicle Cost	\$36,589.76
Total Investigations Vehicle Cost (x2)	\$73,179.52
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Total Cost	\$ 254,768.72
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Total Budget Impact/Difference	-\$5,231.28

Project Funding
Capital Equipment Fund 42021000-57500-Equipment

V. CITY COUNCIL ASPIRATIONS

Maintaining fiscal responsibility within the allocated and approved 2022 budget while ensuring public safety operations remain efficient.

VI. ALTERNATIVES

- A. The council can reject proposals to buy vehicles from the state awarded contract for Law Enforcement Vehicles.
 - i. Decision will result in inability to purchase 2022 models.
 - ii. Ford Interceptor timeline for 2023 model production and cost has not been established.

- B. The council can reject proposal to buy Ford Interceptor SUV's and look to other manufacturers. This could create increased costs and inconsistency with equipment upfitting.

VII. TIME CONSTRAINTS

- A. Ford stopped taking orders for 2022 Interceptor Sport Utility Vehicles. Nelson Auto Center, Fergus Falls MN, who was awarded the ND Police Vehicles State Contract, has a limited number of unsecured vehicles they reserved to yet be built from Ford. Action is needed to ensure those orders placed by Nelson Auto can be used to fulfil our specs and reserve for Minot Police Department.

VIII. LIST OF ATTACHMENTS

- A. Vehicle specifications
- B. Nelson Auto Center quote
- C. ND State Procurement Contract User Summary #376 (Spec SSP7-7)