



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: PURCHASE OF POLICE UNDERCOVER VAN

MEETING DATE: September 7, 1994

PREPARED BY: Police Chief

RECOMMENDED ACTION: That the City Council authorize a \$4,500 increase in the amount of funds allocated in the 1994-95 budget, to purchase a new undercover van which will be used as a multi-purpose vehicle in the Police Investigations Unit and direct the Police Department in the method of purchase.

BACKGROUND INFORMATION: In the current budget, we have been authorized \$15,500 to purchase a replacement undercover sedan for the Lodi Police Department Investigations Unit.

In light of current budget restraints the needs of the Investigations Unit have been reassessed and it has been determined that the purchase of a van would be more practical than the standard four-door sedan.

Often times the SWAT Van is utilized as a mobile command post, however, in major incidents the SWAT team is needed for tactical purposes and the van is not available to the Investigations Unit.

Refer to the attached memo from Captain Mauch. He will also be present at this Council meeting to answer any questions regarding this matter.

Method of Purchase:

- A. Authorize the purchase of a fleet-rental/buyback used 1994 van. In the past, the standard practice, subject to approval by City Council, is to purchase a fleet-rental buyback vehicle. Three current bids are attached; or,
- B. Council approve the attached vehicle specifications and authorize the advertising for bids.

FUNDING: \$4,500 additional funding needed to supplement the \$15,500 allocated in the present budget.

Larry D. Hansen
Larry D. Hansen
Chief of Police

APPROVED

Thomas A. Peterson

THOMAS A. PETERSON
City Manager



recycled paper

L O D I P O L I C E D E P A R T M E N T

M e m o r a n d u m

To: Larry D. Hansen
Chief of Police

From: Captain Charles Mauch

Date: August 24, 1994

Subject: PROPOSED FUNDING FOR A MULTI-PURPOSE MINI VAN

In the current budget, the Support Services Division anticipated the purchase of a late model 4-door sedan to replace the Chevrolet Celebrity at an estimated cost of \$15,500.

We currently have a pickup, a Jeep, and several two or four-door sedans. These vehicles (compact and sub-compact) are adequate at the present time for the follow-up investigations we are required to complete; however, they lack the flexibility which is required for extended investigations and surveillance.

In light of the current budget restraints, we have reassessed our needs and feel a van would offer our Department more diversity to meet a variety of needs in the following areas:

Surveillance:

I have recently acquired a Canon L1 Surveillance Video Camera, which was donated to this Department. This high-tech camera requires a tri-pod to gain maximum use. The van would give us the space to set up this camera in a variety of scenes and have illicit activity monitored by our personnel or by the remote control capabilities of the camera. These vans are very common, inconspicuous, and would afford the concealment necessary to carry out our mission. Types of surveillance it would be used for are:

Surveillance for narcotics use and sales in our community;

Prostitution Stings;

Burglary and auto theft surveillance.

August 24, 1994
Page 2

Other uses:

Transportation of personnel to and from schools and other business related activities;

Mini command post for crime scene investigations. We would have the ability to take all our equipment (video and standard camera equipment, latent print and evidence recovery materials) to the crime scene. We will equip it with a small writing table and telephone jacks.

Patrol would have the availability for its use for patrol-related surveillance activities.



Captain Charles Mauch
Commander
Support Services Division



2 WEST LOCKEFORD STREET / LODI, CALIFORNIA 95240
TELEPHONES: LODI (209) 369-2739; STOCKTON (209) 464-7788

August 25, 1994

TO: The City of Lodi

Gentlemen,

Please accept the following as our bid for the sale to you of one 1994 Dodge Grand Caravan SE, California license plate 2EQY960, with 13,414 miles, as of this date and equipped as follows: 3.3 L V-6, 4 speed automatic, air conditioning, tilt wheel, cruise control, AM/FM cassette, power windows, power door locks, luggage rack, and rear defroster.

We are offering this vehicle to the City of Lodi for the sum of \$ 18,612.00, plus tax, license, and doc. fee.

Please contact me if we can be of further assistance.

Sincerely,

John K. Chase
Fleet Sales

Review Deal

CITY OF LODI

Aug 25 1994

CHASE CHRYSLER-PLYMOUTH

Price..... 17,554.63
 Taxable A.M.O..... 0.00
 Doc Fee..... 35.00
 Dealer Smog Fee..... 28.00
 Sales Tax..... 1,365.37
 Non-Tax A.M.O..... 0.00
 Service Contract..... 0.00
 Subtotal..... 18,983.00
 DMV Fees..... 10.00
 Total Insurance..... 0.00
 State Smog Fee..... 7.00
 Total..... 19,000.00

Amount Financed..... 19,000.00
 Finance Charge..... 0.00
 Total of Payments..... 19,000.00
 Total Sale Price..... 19,000.00

Trade..... 0.00
 Payoff..... 0.00
 Net Trade..... 0.00
 Cash Down..... 0.00
 Deferred Down..... 0.00
 Rebate..... 0.00
 Total Down..... 0.00

APR..... 0.00
 Term (month.days)..... 1.00
 Monthly Payment..... 19,000.00

Item ===== Term == C/D === Total
 Mo. Pmt 1 633.33 19,000.00

*** Buyer ***
CITY OF LODI

*** 2nd Buyer ***

Soc. Sec. #:
Home Phone #:
Work Phone #:
County:
Drv. Lic. #:

*** Purchase ***

Stock # 7350
 Year 94
 Make PLYMOUTH
 Model VOYAGER
 Body Style WG
 Color BLUE
 Trim
 Key #
 Trunk Key
 Weight
 License 3GDR242
 Odometer 20622
 I.D. 2P4GH4538RR658486
 Cylinders 6
 Vehicle Type USED

*** Trade ***

*** Bank ***

*** Insurance ***

ATTN: OMER

8-29-99

FROM: LARRY WILLIAMS 1-800-442-2219

AUTOWEST C-P, DOBIE, J-E,

ALL HAVE:

- 94 GRAND CARAVANS S.E
- V-6 3.3
- MILES 23,423 → 27,443
- AT
- P15
- 3 TO CHOOSE FROM
- P1B
- STK # 71518
- TILT
- " # 71550
- SPEED
- " # 71543
- P/WINDOWS
- P/DR. LOCK
- SUNSCREEN GLASS
- ROOF RACK
- AM/FM CASS
- ~~FREE~~ INTEGRATED CHILD SEATS
- RENTAL RETURN'S

* PRICE PER UNIT
 \$ 18,950.
 PLUS FEES
 (TAX, LIC, DOC.)

SEVEN PASSENGER MINI VAN

TABLE OF CONTENTS

SECTION 1	NOTICE INVITING BIDS	1.1
SECTION 2	INFORMATION TO BIDDERS	2.1
SECTION 3	BID PROPOSAL	3.1
SECTION 4	SPECIFICATIONS	4.1

SEVEN PASSENGER MINI VAN

**SECTION 1
NOTICE INVITING BIDS**

CITY OF LODI, CALIFORNIA

The City of Lodi hereby invites sealed proposal for furnishing and delivering one Seven Passenger Mini Van in accordance with this notice and specifications on file and available from the City of Lodi, Public Works Department, Municipal Service Center, 1331 South Ham Lane, Lodi, CA 95242. No bid will be considered unless it is submitted on a proposal form provided by the City of Lodi.

Said sealed proposals shall be delivered to the Purchasing Officer, City of Lodi, 221 West Pine Street, Post Office Box 3006, Lodi, CA 95241, at or before

and will be publicly opened and read at that time in the Public Works Conference Room, City Hall, 221 West Pine Street, Lodi, California.

The City of Lodi reserves the right to reject any or all bids, to waive any informality in any bid, to accept other than the lowest bid, or not to award the bid.

Reference is hereby made to said specifications for further details, which specifications and this notice shall be considered part of any contract made pursuant thereto.

CITY OF LODI
Joel E. Harris
Purchasing Officer

BID OPENING

- A. The Purchasing Officer will receive sealed bids at Lodi City Hall, 221 West Pine Street, Lodi, California, 95240, until the time for opening bids as noted in the "Notice Inviting Bids". Bidders or their authorized representatives are invited to be present.

- B. The proposal shall be submitted as directed in the "Notice Inviting Bids" under sealed cover, plainly marked as a proposal and identifying the equipment to which the proposal relates and the date of the bid opening therefor. Proposals which are not properly marked may be disregarded. Only proposals actually received by the Purchasing Officer by the time set for the bid opening will be accepted.

PROPOSAL FORM

- A. Prospective bidders are furnished with one proposal form included in the specifications.

- B. The proposal must be signed with the full name and address of the bidder, by an authorized representative of the company.

- C. The purchaser reserves the right to accept other than the lowest bid or to reject any or all bids.

PENALTIES

In the event the successful bidder fails to deliver said equipment on the date promised, the City of Lodi shall levy a penalty of \$_____ for each working day after promised delivery date that actual delivery is late. Penalty shall be deducted from invoice amount at the time final payment is made.

BIDDERS RESPONSIBILITY FOR SUBCONTRACTORS

Bidder shall be fully responsible for all work of subcontractors, and shall be liable for any failure or omissions to comply with the specifications for this equipment.

REJECTION OF PROPOSALS

Bids may be rejected if they show any alterations of proposal form, additions not called for, or alternative bids not properly documented. Bids proposing equipment with which the City has no prior in-service experience may be rejected. Erasures or irregularities of any kind may also be cause for rejection.

AWARD OF BID

- A. The award of the bid, if it be awarded, will be to the lowest responsible bidder whose bid proposal complies with all the requirements described herein.
- B. In evaluating the bids and determining lowest total to the City, the city will consider the Sales Tax Credit in the amount of one percent (1%) of the purchase price of the equipment, which is rebated to the City of Lodi when such purchase is consummated at the retailer's place of business and such business:
 - 1. Is located within the City of Lodi;
 - 2. Is licensed by the California State Board of Equalization to collect sales tax at the local place of business;
 - 3. Maintains a valid City of Lodi Business License.
- C. Where alternative bids are received, the City Council reserves the right to select the bid most advantageous to the City. The award, if made, will be made within thirty days after opening of the bids.
- D. In case of tie bids, consideration will given to bids as described in "Award of Bid", paragraph B, above. If that section does not apply to resolution of the tie, the tie will be broken by a coin toss, conducted by the City Purchasing Officer. Tie bidders will be notified and may be present.

DELIVERY

Delivery time will be part of the bid evaluation, and delivery time shall be clearly indicated on the proposal. Delivery is required not more than #(DAYS)____ calendar days following award of bid to the Municipal Service Center, 1331 South Ham Lane, Lodi, California 95242. Truck delivery shall be made only during normal working hours, 8:00 a.m. - 4:00 p.m., Monday through Friday.

PRICES

All quoted prices shall be current and firm for at least thirty days after date of bid opening. Prices to be F.O.B. Lodi, California.

SALES AND USE TAXES

All quotations submitted shall include 7.75% California sales tax.

PAYMENTS

- A. Invoices shall indicate sales tax as a separate item apart from the cost of F.O.B. point of delivery. Purchaser's item description and order number shall appear on all invoices. All invoices shall be rendered in duplicate.

- B. Full payment by the purchaser shall not release supplier of his responsibility to fully carry out his bid obligations nor be construed by supplier as acceptance of the work hereunder by purchaser.

GUARANTEES

- A. In addition to any or all guarantees mentioned elsewhere herein, the supplier shall replace entirely at his own expense, including freight, any faulty equipment, within a period of at least one year after the equipment has been accepted by the purchaser.

PURCHASES

- A. This transaction will be covered by the City of Lodi purchase order, and all terms included in Information to Bidders, Proposal and Specifications will be binding.

SEVEN PASSENGER MINI VAN

**SECTION 3
BID PROPOSAL**

CITY OF LODI, CALIFORNIA

Date: September, 1994

TO: The Lodi City Council
Lodi City Hall
221 West Pine Street
P.O. Box 3006
Lodi, CA 95241-1910

The undersigned, as bidder, declares to have carefully examined the Notice Inviting Bids, Information to Bidders and Specifications filed for furnishing and delivering this equipment, and agrees to be fully informed regarding all of the conditions affecting the equipment to be furnished for the completion of the order, and that the information was secured by personal investigation and research and not from any estimate of a City engineer; and that no claim will be made against the City by reason of estimates, test or representations of any officer or agent of the City; and proposes and agrees if the proposal be accepted, to furnish the City of Lodi the necessary equipment specified in the bid, in the manner and time therein set forth. It has been noted the City of Lodi reserves the right to accept all or part of this bid, to reject any or all bids, or to accept other than the lowest bid.

The item listed below is to be in accordance with the City of Lodi specifications attached hereto. The bidder will submit a detailed list of any and all exceptions taken to these specifications by either listing those exceptions in the space provided on the said specifications attached or, when such space is inadequate, by listing those exceptions on a separate paper by item in the same order of the City's specifications. In the absence of such a list, it will be understood that the bidder's proposal is based on strict conformance to the specifications in all respects. All exceptions taken will be evaluated and determination made on acceptability before the award is made.

If awarded the bid, the undersigned agrees to furnish and deliver the equipment described in the specifications and to take in full payment therefor the following unit and total prices, to-wit:

The undersigned declares that the specifications have been carefully examined for one New Seven Passenger Mini Van and submits this schedule of prices for its bid.

The undersigned further agrees to be responsible for the work of its subcontractors.

New 1994 Seven Passenger Mini Van	\$ _____
7.75% Sales Tax	\$ _____
TOTAL AMOUNT OF BID	\$ _____
Estimated delivery date	_____
State period of full warranty (calendar days)	_____
Additional warranties	\$ _____
Total amount of bid w/additional warranties	\$ _____

NAME OF BIDDER _____

DATE _____

BY _____

ADDRESS OF BIDDER _____

TELEPHONE (_____) _____

It is understood and agreed that if this Proposal is accepted the price quoted above is inclusive of sales tax, or similar tax now imposed by Federal, State, or other governmental agency upon the equipment specified.

The undersigned has checked carefully all the above figures and understands that the City and its officers and employees will not be responsible for any errors or omissions on the part of the undersigned in completing this bid.

The undersigned, as bidder, hereby declares that the only persons or firms interested in the proposal as principal or principals is or are named herein and that no persons or firms other than herein mentioned have any interest in this proposal, that this proposal is made without connection with any other person, company or parties making a bid or proposal; and that it is in all respects fair and in good faith, without collusion or fraud.

This bid may be withdrawn by the written request of an authorized representative of the bidding company at any time prior to the scheduled time for the opening of bids or prior to any authorized postponement thereof.

The undersigned hereby designates as the office to which such notice of acceptance may be mailed or delivered:

NAME OF COMPANY _____

ADDRESS _____

CITY, STATE, ZIP _____

PHONE NUMBER () _____

AUTHORIZED SIGNATURE _____

TITLE _____

DATED _____

SEVEN PASSENGER MINI VAN

SECTION 4 SPECIFICATIONS

GENERAL INSTRUCTIONS

All equipment listed as standard by the manufacturer for the model quoted shall be furnished whether or not such equipment is detailed herein. Exception: vendor shall not furnish standard items replaced by specified optional equipment. Only models of latest design and in current production will be accepted. The Seven Passenger Mini Van and all equipment furnished therewith shall be in compliance with all applicable provisions of the California Vehicle Code. The Seven Passenger Mini Van and all equipment furnished therewith shall be in compliance with all provisions of the State of California, Division of Industrial Safety and Cal/OSHA.

The unit shall be delivered completely assembled and ready to operate. Upon delivery, it shall be the supplier's responsibility to provide any evidence necessary that the product fully meets the requirements of this specification. The component parts of the Seven Passenger Mini Van shall be of proper size and design to safely withstand maximum stresses imposed by a capacity load, and the manufacturer's rated loads for axles and bearings must not be exceeded when the Seven Passenger Mini Van is loaded with such capacity loads. Prior to delivery, the Seven Passenger Mini Van must be completely serviced with factory prescribed pre-delivery service. The crankcase, transmission and differential must be filled to factory recommended capacities and have at least five gallons of fuel in the fuel tank. The Seven Passenger Mini Van and all components shall operate conforming to factory intent and in good factory-dealer practice.

The Seven Passenger Mini Van is to be covered by factory 12 month parts and labor warranty. All defects shall be corrected by successful bidder or any factory authorized dealer for that Seven Passenger Mini Van under standard factory warranty. During the warranty period the successful bidder shall bear responsibility and costs for transporting to and from any service or repair facilities. The successful bidder may be required to supply a similar "loaner" vehicle at their expense, if any repair work causes the vehicle to be out of service more than one week while under warranty.

Bids will be considered only on equipment represented by a reliable California firm, carrying adequate supply of replacement parts in the State. Successful bidder shall furnish, at no charge, one Operator Manual, one Replacement Parts Catalog, and one Shop Repair Overhaul Manual for the Seven Passenger Mini Van that is furnished. Original Dealer's Report of Sale, or Manufacturer's State of Origin, or Bill of Sale and Weight Certificate and Factory Warranty Guarantee must be furnished to the City when the Seven Passenger Mini Van is delivered. Final acceptance of the unit for conformance with the specifications will be made only at the Municipal Service Center yard. If the successful bidder does not supply the vehicle/equipment by the delivery date specified or as set by the City, a similar "loaner" may be negotiated at the bidders expense, or reimbursement for the cost of a similar rental unit may be considered, upon the City's approval, in lieu of or in combination with any per day delivery penalty detailed otherwise in this specification. The apparent silence of this specification or

supplemental specification as to any detail, or the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practice is to prevail, and that only materials and workmanship of first quality are to be used. Any and all deviations to any of the requirements of this specification shall be stated on the returned bid. Unless so stated by the bidder, the City may, at its discretion, assume that all requirements have been met and may hold the bidder to each and every part of the specification. The manufacturer's name and model number must be shown on the bid in the designated place, however, that information is not sufficient evidence that the bidder is making an exception. If no exception or deviations are shown the Seven Passenger Mini Van will be furnished as specified herein. Bidder shall submit current literature and specifications of equipment bid.

SEVEN PASSENGER MINI VAN SPECIFICATIONS

ITEM	SPECIFICATIONS	EXCEPTIONS
WHEELBASE	119.3 inches	
OVERALL LENGTH	192.8 inches	
OVERALL WIDTH	70 inches	
ENGINE TYPE	Gasoline V-6	
ENGINE DISPLACEMENT	3.3 Liter, E.F.I	
STEERING	Power assisted with auxiliary cooler	
BATTERY	500 AMP, 12 Volt maintenance free	
ALTERNATOR	12 Volt, 90 AMP	
PARKING BRAKE	Mechanical, rear wheel with dash mounted warning light.	
FUEL TANK	20 US gallon capacity	
HORN	OEM Standard	
WHEELS	OEM Standard	
TIRES	Four count all steel belted radial of a size compatible with vehicle GVW	
SPARE TIRE	Standard. Full size	
TRANSMISSION	Automatic, OEM heavy duty 4 speed.	
WINDSHIELD WIPERS	Electric, multi-speed and intermittent operation. Front and rear mounted.	
WINDSHIELD WASHERS	Dual jet system, front and rear mounted with readily accessible reservoir.	
RADIATOR	OEM heavy duty with coolant recovery kit.	
GAUGES	Must include oil pressure, coolant temperature, voltmeter, fuel capacity with low fuel warning light, speedometer, odometer, brake system indicator and service brake indicator.	
SUSPENSION	OEM heavy duty front and rear, with tow package.	

SEVEN PASSENGER MINI VAN SPECIFICATIONS

ITEM	SPECIFICATIONS	EXCEPTIONS
BRAKES	OEM heavy duty power assisted anti-lock breaking with dual hydraulic system appropriate to the GVWR of the vehicle	
WIRING	All cables shall be OEM standard. Secondary ignition wires must be radio suppression type, electronic or equal. Wiring for tow package to be included	
DOOR LOCKS	All door locks to be electrically operated.	
RADIO	OEM AM/FM Standard	
LIGHTING	Interior - Dual OEM standard. Turn Signals - OEM front and rear Back-up Lights - OEM standard Emergency Flashers - OEM standard	
GLAZING	Windshield and all side and rear windows must be tinted safety glass. Windshield to have dark tinted sun band across top. Windows to be electrically operated.	
SEATING	Drivers Seat - OEM standard, manual adjustment; seven passenger capacity seating. Middle and rear bench seats must be removable. Cloth fabric covering to be compatible in color with exterior paint color.	
HEATER	Fresh air type front mounted OEM standard. Must include front defroster with multiple speed blower.	
AIR CONDITIONING	Fresh air front mounted OEM standard with manual control multiple speed fan.	
OUTSIDE REARVIEW MIRRORS	Left and right, adjustable from interior of vehicle, as supplied by OEM.	
COLOR	Exterior color to be white, beige, tan or light gray. Color must be stated with bid. <div style="text-align: right;">Exterior Color _____</div> Interior color of trim and seats to be beige, tan or medium gray. Color must be stated with bid <div style="text-align: right;">Interior _____</div>	