

9/26/2013

Jim Gau Jr
Equipment Services
City of University Park

Capt. Greg Spradlin
University Park Police Department

Capt Spradlin,

Attached please find the paperwork to purchase three (3) 2014 Chevrolet Police Tahoe's for your department. These units will replace three (3) 2009 Chevrolet Tahoe's Units 1571, 1572, 1573.

The three units will be equipped with the standard Police Package Vehicle specifications we have purchased for the past five years. We are adding receiver hitches and a backup camera that is OEM equipment.

In the past we have installed the hitches and the backup sensors after delivery. As you know the backup sensors have been troublesome and the labor to continuously repair and replace sensors is expensive. We also continue to have damage to the rear of the vehicles in spite of the sensors. I feel that the camera system will more than pay for itself in the five (5) year service life of each unit.

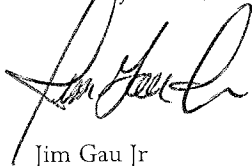
The price of each vehicle including the 5yr/100,000 mile warranty is \$ 34,726.00. The total for all three (3) units is \$104,178.00.

Please review the quote and if you are satisfied with the proposed purchase of these vehicle, please sign the VPR and the requisition and forward them to Tom Tvardzik.

We will plan on getting council approval and these units on order in October.

Please call me if you have any questions.

Sincerely Yours,



Jim Gau Jr
Fleet Manager
Equipment Services



City of University Park, Texas

VEHICLE PROCUREMENT REQUISITION (VPR)

Date 9/26/2013

INSTRUCTIONS: Department manager– complete the header portion of this form and forward the VPR to the Fleet Manager. This document and its attachments serve as the official requisition for a vehicle and ensure that all approvals have been made.

Vehicle description: POLICE TAHOE VEHICLES
User Department: POLICE
Account Number: 47-90-9050

Type of purchase:

- 1. Planned replacement ☒
- 2. Early replacement ☐
- 3. Upgrade ☐
- 4. Addition ☐

Dept. mgr. signature _____

Dept. head signature _____

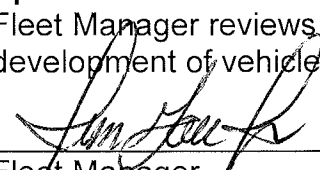
Anticipated City Council meeting approval date: _____

1. Initial Request

User Department or Fleet Manager submits VPR. User department includes brief written attachment describing need for and intended use of vehicle (not required for planned replacement of like equipment).

2. Specifications

Fleet Manager reviews request and assists user department with development of vehicle specifications. Fleet Manager approves specs.


Fleet Manager

9/26/2013
Date

3. Assemble prices

Purchasing Agent and Fleet Manager assemble quotes, conduct bid process, or collect pricing from cooperative purchasing contracts. Purchasing Agent copies information to user department, who reviews and makes selection by signing below.

X  9/30/13
User Department Date

4. Executive approval

Fleet Manager forwards VPR and supporting documents to Finance Director and City Manager for approval, who forward VPR to Purchasing Agent.

 10/1/13
Director of Finance Date

 10/2/13
City Manager Date

5. Agenda preparation

Purchasing Agent prepares agenda memo regarding compliance with City purchasing policy and State purchasing law and submits to City Secretary along with user department memo and bid tabulation.

 10-30-13
Purchasing Agent Date

6. City Council Approval

November 5, 2013
Date

7. Purchase Order execution and order placement

Purchasing Agent sets up Purchase Order and places order with vendor. Purchasing Agent sends PO copy to Fleet Manager

8. Vehicle delivery and acceptance

Vendor delivers vehicle to Equipment Services Division. Fleet Manager or designee accepts delivery and approves payment of invoice for vehicle. Fleet Manager forwards approval to Accounts Payable Specialist for payment.

QUOTE# 00B

CONTRACT PRICING WORKSHEET

| | | | |
|--|---|---|-----------------------|
| End User: CITY OF UNIVERSITY PARK | | Contractor: CALDWELL COUNTRY | |
| Contact Name: JIM GAU | | CALDWELL COUNTRY | |
| Email: JGAU@UPTexas.ORG | | Prepared By: Averyt Knapp | |
| Phone #: 214-987-5475 | | Email: aknapp@caldwellcountry.com | |
| Fax #: 214-987-5479 | | Phone #: 800-299-7283 or 979-567-6116 | |
| Location City: UNIVERSITY PARK, TX | | Fax #: 979-567-0853 | |
| Date Prepared: SEPTEMBER 15, 2013 | | Address: P. O. Box 27, Caldwell, TX 77836 | |
| Contract: TARRANT CTY INTERLOCAL | | Tax ID # 14-1856872 | |
| Product Description: 2014 CHEVROLET TAHOE PPV CC10706 | | | |
| A Base Price & Options: | | | \$30,781 |
| B Published Options | | | |
| Code | Description | Cost | Code Description Cost |
| | LH SPOTLIGHT 7X6, LOCKING DIFFERENTIAL G80, KEYLESS ENTRY AMF, INOP DOOR HANDLES 6B2, INOR REAR WINDOW SWITCHES 6N5, DUAL BATTERIES 6A6, TWO EXTRA KEYS & TWO EXTRA REMOTES (FOUR TOTAL/EACH), OEM HD TRAILER HITCH, OEM BACKUP CAMERA W/OEM MIRROR | INCL | |
| *** | GMPP MAJOR GUARD 5YR/100,000 MILES @ \$100 DEDUCTIBLE | \$3945 | CALDWELL COUNTRY |
| | | | PO BOX 27 |
| | | | CALDWELL, TEXAS 77836 |
| | | | \$3,945 |
| Subtotal B | | | |
| C Unpublished Options | | | |
| Code | Description | Cost | Code Description Cost |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Subtotal C | | | |
| D Other Price Adjustments (Installation, Delivery, Etc...) | | | |
| | | | INCL |
| Subtotal D | | | |

| | | |
|----|--|-----------------|
| E | Unit Cost Before Fee & Non-Equipment Charges (A+B+C+D) | \$34,726 |
| X | Quantity Ordered | 3 |
| | Subtotal E | \$104,178 |
| F | Non-Equipment Charges (Trade-In, Warranty, Etc...) | |
| | | |
| G. | Color of Vehicle: BLACK | |
| H. | Total Purchase Price (E+F) | \$104,178 |
| | Estimated Delivery Date: | 60-90 DAYS APPX |



REQUISITION FOR PURCHASE

4420 WOLCOW

F.O.B. _____

SUGGESTED VENDORS

9/26/2013

Terms: _____

47-90-9050

Delivery Required:

| VENDOR | | COUNTRY | | TARRANT CITY INTERNAL | | VENDOR NO. | | 103201 | |
|----------|----------|---------|---|-----------------------|------------------------|------------|----|--------|--|
| ITEM NO. | QUANTITY | UNIT | DESCRIPTION, BRAND AND CATALOG NO. | PRICE | | 1. | 2. | 3. | |
| | | | | UNIT | TOTAL | | | | |
| 1 | 3 | ea | 2014 POLICE PPV TAHOES WITH RECEIVER HITCHES, BACKUP CAMERAS, AND 5YR/100,000 MILE \$100.00 DEDUCTIBLE BUMPER/BUMPER WARRANTIES | 34,726. ⁰⁰ | 104,178. ⁰⁰ | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |

Approved By: Michael / Cheryl Applebaum

Material Used For: _____

White - Purchasing

Canary - Accounts Payable

Pink - Department/Originator