



BALLWIN POLICE DEPARTMENT

MEMORANDUM

Date: April 19, 2016

To: Eric Hanson – City Administrator

From: Kevin B. Scott – Chief of Police

Subject: 2016 Police Vehicle Purchase – RFP 16-26

Mr. Hanson,

As you will recall, on March 14, 2016 the Police Department asked the Board of Aldermen to approve the purchase of five (5) new Ford Police Interceptor sedans from Joe Machen's Ford at a unit price of \$24,615.00, for a total project cost of \$123,075.00. This project cost was \$1,425.00 below the 2016 budgeted amount of \$124,500.00. The Board of Aldermen did approve this purchase.

Within a period of 24 hours, it was brought to our attention by a vendor that we were not in compliance with the City of Ballwin's purchasing ordinance. A review by staff, resulted in the decision to initiate a formal bid process, in compliance with the ordinance. Joe Machen's Ford was contacted regarding our purchasing error.

As a result, a compliant closed bid process was initiated on March 21, 2016 and was overseen by Lt. Kevin Bushery. As you will see from Lt. Bushery's correspondence, the formal bid opening took place this morning and is detailed in the attachments. Lt. Bushery is recommending that the five (5) Ford Interceptor sedans be purchased from Lou Fusz Ford at a unit cost of \$24,357.00 for a total project cost of \$121,785.00. This is \$2,715.00 below our budget and \$3,940.00 below the state bid held by Lou Fusz Ford.

We apologize for our initial purchasing error, and greatly appreciate the Board's reconsideration of this project. Should you have additional questions, please feel free to contact me.

Respectfully,

Kevin B. Scott
Chief of Police

Cc: Lt. Kevin Bushery



BALLWIN POLICE DEPARTMENT

MEMORANDUM

Date: April 19, 2016

To: Chief Scott

From: Lt. Bushery

Subject: 2016 Police Vehicle RFP 16-26

Sir,

We held the police vehicle RFP opening this morning at 10:00AM in the Boardroom. Present for the Police Department were Lt. Lorne, Mechanic Loyd and I. We received four proposals, one of which from Lou Fusz Ford was hand delivered. The other three were from Machens' Ford, Dave Sinclair Ford and Randall Ford from Fort Smith Arkansas was received through USPS or commercial delivery service. Only Lou Fusz attended the opening.

The results of the RFP are as follows:

Vendor	Unit Cost	Total Cost
Lou Fusz Ford	\$24,357.00	\$121,785.00
Joe Machens' Ford	\$24,620.00	\$123,100.00
Dave Sinclair Ford	\$24,776.00	\$123,880.00
Randall Ford	\$25,053.10	\$125,265.50

As part of the 2016 budget, \$124,500.00 was included for the purchase of five (5) Ford Police Interceptor vehicles. Lou Fusz was awarded the State contract which for the five vehicles would have been \$125,725.00. By conducting a formal RFP, we saved \$3,940.00 from the State contract and an additional \$1,290.00 from the informal pricing we earlier conducted.

I recommend we purchase the vehicles from Lou Fusz Ford. Andy Eldrige, the Lou Fusz Fleet Sales manager advised delivery could be within 10 weeks.

I have attached copies of each RFP response and the RFP reporting page.

Respectfully,

Lt. Kevin Bushery

**City of Ballwin, Missouri
Police Department**

RFP #16-26

Five (5) 2016 FORD Police Interceptor Sedans

Bid Form

Pricing should include a unit cost as well as a total cost.

Unit Cost: **\$24,357**

Total Cost: **\$121,785**

Company Name: Lou Fusz Ford

Address: #2 Caprice Dr. Chesterfield, MO 63005

Telephone #: 636-532-9955

Bidder's Signature:  _____

Bidder's Printed Name: Andy Eldridge _____

Sealed Bids must be returned to Lt. Kevin Bushery at the Ballwin, MO Police Department, 300 Park Drive Ballwin, MO 63011 no later than 10:00A.M. April 19, 2016. Late bids will not be considered

City of Ballwin, Missouri
Police Department

RFP #16-26

Five (5) 2016 FORD Police Interceptor Sedans

Bid Form

Pricing should include a unit cost as well as a total cost.

Unit Cost: \$ 24,620^{KS}

Total Cost: \$ 123,100^{KS}

Company Name: Joe Machens Ford Lincoln

Address: 1911 W. Worley, Columbia, MO 65203

Telephone #: 573.445.4411

Bidder's Signature: Kelly Sells

Bidder's Printed Name: Kelly Sells

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City of Ballwin, Missouri
Police Department

RFP #16-26

Five (5) 2016 FORD Police Interceptor Sedans

Bid Form

Pricing should include a unit cost as well as a total cost.

Unit Cost: \$ 24,776

Total Cost: \$ 123,880

Company Name: DAVE SINCLAIR FORD

Address: 7466 S. LINDBERGH ST. LOUIS, MO. 63125

Telephone #: 314-892-2600

Bidder's Signature: Les Williams

Bidder's Printed Name: LES WILLIAMS

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City of Ballwin, Missouri
Police Department

RFP #16-26

Five (5) 2016 FORD Police Interceptor Sedans

Bid Form

Pricing should include a unit cost as well as a total cost.

Unit Cost: \$ 25,053.10

Total Cost: \$ 125,265.50

This Price Includes
Delivery...

Company Name: Randall Ford

Address: 5500 Rogers Ave Fort Smith Ar 72903

Telephone #: (479) 452-1311

Bidder's Signature: 

Bidder's Printed Name: Ernie W Bowles

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