

Leslie E. Heidrick, CPA
Assistant County Manager/
Finance Director



Harley L. Will, CPA
Assistant Finance Director

Rowan County Finance Department

130 West Innes Street • Salisbury, NC 28144-4326
Telephone 704-216-8170 • FAX 704-216-8110

Memorandum

To: Rowan County Board of Commissioners
Aaron Church, County Manager

From: Leslie E. Heidrick, Assistant County Manager/Finance Director *PEH*
David Sifford, Purchasing Agent *DS*

Re: Approval to Purchase Six Vans for Rowan Transit System

Date: August 23, 2016

In accordance with G.S. 143-129(e)(3), Rowan County is exempt from bidding requirements if the County purchases equipment from a contract established through a competitive bidding group purchasing program and if the contractor is willing to extend to the County the same or more favorable prices, terms and conditions as established in that contract. National Bus Sales and Leasing, Inc. has agreed to extend to the County the same price and terms set forth in its contract with the North Carolina Department of Transportation for the purchase of six transit vans. The cost of the vehicles, excluding taxes, is \$326,121.

Attached are the proposed purchase order and order forms for the vehicles from the North Carolina Department of Transportation. The purchase of the vehicles is within the approved fiscal year 2017 budget.

Staff's Recommendation: Rowan Transit System and the Finance Department recommend that a contract be awarded to National Bus Sales and Leasing, Inc. for the purchase of six transit vans at a cost not to exceed \$326,121.



ROWAN COUNTY PURCHASE ORDER

130 West Innes Street
Salisbury, NC 28144
Phone (704) 216-8170 Fax (704) 216-8110
Federal Tax ID No. 56-6000336

NOT VALID WITHOUT NUMBER
PURCHASE ORDER #
For Finance Dept use only

VENDOR NAME:	National Bus Sales & Leasing, Inc	VENDOR #:	13872
DEPARTMENT:	Rowan Transit System	PREPARED BY:	Kristy Cowden
SHIP TO:	Rowan Transit System	DATE:	7/8/2016

DATE REQUIRED: ASAP

Submit with packing slip and invoice

ACCOUNT NUMBER	QTY	DESCRIPTION	UNIT PRICE	TOTAL
101-4520-535-74-35	5	2017 Ford Transit W3X - w/Advance Trac Roll Stability Control. To include: backup alarm, side sliding door w/full side step, rear door "open" alarm system, fire extinguisher, first-aid kit, pre-wired for four-camera surveillance systems, Braun Millennium NL917FIBHB-2 full automatic interior lift, Backup reverse camera & 4" Display	54,795.00	273,975.00
	1	2017 Ford Transit W3X - w/Advance Trac Roll Stability Control. To include: backup alarm, side sliding door w/full side step, rear door "open" alarm system, fire extinguisher, first-aid kit, pre-wired for four-camera surveillance systems, backup-reverse camera & 4" Display	45,918.00	45,918.00
---contined on page 2---				
				319,893.00
				319,893.00
				TOTAL: 326,121.00

ORDER WILL BE PLACED BY: (check one) FAX MAIL PHONE INTERNET

ORDERS \$5,000.00 AND OVER MUST HAVE THREE (3) INFORMAL QUOTES

(Enter preferred quote information above)

VENDOR NAME:	VENDOR NAME:	VENDOR NAME:
VENDOR #:	VENDOR #:	VENDOR #:
PHONE #:	PHONE #:	PHONE #:
TOTAL QUOTE:	TOTAL QUOTE:	TOTAL QUOTE:

COMMENTS: *Page 1 of 2*

By signing below, I verify there are sufficient funds in the designated account(s) for the purchase.

[Signature]
AUTHORIZED PERSONNEL

7-8-2016
DATE

BILLING INSTRUCTIONS: Separate invoices must be rendered for each order or shipment to individual Dept. Monthly statements are to be mailed to Finance Dept. 130 W. Innes St., Salisbury, NC. Applicable North Carolina sales and/or use tax to be invoiced as a separate item on each invoice. Rowan County is not sales tax exempt.

THIS INSTRUMENT HAS BEEN PREAUDITED IN THE MANNER REQUIRED BY THE LOCAL GOVERNMENT BUDGET AND FISCAL CONTROL ACT.

Finance Director
NOT VALID WITHOUT SIGNATURE

Purchasing Agent
NOT VALID WITHOUT SIGNATURE

This certifies the above apparatus, supplies, materials and/or services have been received and payment is requested.

AUTHORIZED PERSONNEL

DATE

**FY- 17 CTP REPLACEMENT CAPITAL
2017 FORD RAISED ROOF LIFT VAN ORDER FORM**

*VENDOR #13872
101-4520-535-74-35*

Send to: National Bus Sales & Leasing, Inc.
6600 Reames Road
Charlotte, NC 28216
(800) 282-7981 Ext 2726
Cell (704) 502-3335

Vendor No.: 58-1216021

FAX: 704-399-3070

ATTN: Dana Spurgeon
Information Contacts: Karla Lynch

e-mail: dsurgeon@nationalbussales.com
e-mail: klynch@nationalbussales.com

Re: Bid no. 201501047
N.C. Department of Transportation/Public Transportation Division

P.O. No.: _____

Project No.: 17-CT-037

Order Date: _____
(date order placed with vendor)

From: Rowan County
130 East Innes St. Salisbury, NC 28144
(grant applicant/recipient)

704-216-8889 704-630-9638
(phone number) (FAX number)

Contact : Gary Price
e-mail: gary.price@rowancountync.gov

VEHICLE ORDER

Base Vehicle Cost

Quantity	Diag. #	Description	Base Unit Cost	Total Cost
0	3	Lift Van w/ 2 stations <small>All vehicles include as standard: Strobe light (with on/off switch), Driver and Front Passenger step & grab bar, Camera Pre-Wiring, Emergency roof hatch exit, Backup/Reverse camera 4" display.</small>	\$ 53,861.00	\$ _____
5	4	Lift Van w/ 3 stations <small>All vehicles include as standard: Strobe light (with on/off switch), Driver and Front Passenger step & grab bar, Camera Pre-Wiring, Emergency roof hatch exit, Backup/Reverse camera 4" display.</small>	\$ 54,795.00	\$ 273,975.00

Participating Options - Itemized

Quantity	Item no.	Description	Option Unit Cost	Total Cost
5	5	Auxilliary Round Red Brake Lights (2)	\$ 450.00	\$ 2,250.00
5	6	Auxiliary Red Strobe at Rear Door	\$ 420.00	\$ 2,100.00
0	7	Propane Prep package	\$ 325.00	\$ _____
0	8	CNG Prep package	\$ 325.00	\$ _____
5	9	Diamond Donation box	\$ 168.00	\$ 840.00

Non-Participating Options (local cost only):

0	10	_____	\$ _____	\$ _____
0	11	_____	\$ _____	\$ _____
0	12	_____	\$ _____	\$ _____
0	13	_____	\$ _____	\$ _____
0	14	_____	\$ _____	\$ _____
0	15	_____	\$ _____	\$ _____
0	16	_____	\$ _____	\$ _____

SUBTOTAL \$ 279,165.00

GRAND TOTAL \$ 279,165.00

VAN COLOR: WHITE with GRAY INTERIOR PANELS AND SEATING

Lettering information: _____ **Using local option for lettering**
System Name & Phone No.

Color and Style of 6" lettering: _____ n/a

Striping information: _____ n/a

Vehicle to be titled to: Rowan County
130 West Innes St.
Salisbury, NC 28144

Terms: Payment to vendor must be made within 30 days of acceptance of vehicle (sign off on insp. form).

**FY- 17 CTP REPLACEMENT CAPITAL
2017 FORD RAISED ROOF VAN ORDER FORM**

*VENDOR #13872
101-4520-535-74-35*

Send to: National Bus Sales & Leasing, Inc.
6600 Reames Road
Charlotte, NC 28216
(800) 282-7981 Ext 2726
Cell (704) 502-3335

Vendor No.: 58-1216021

FAX: 704-399-3070

ATTN: Dana Spurgeon
Information Contacts: Karla Lynch

e-mail: dspurgeon@nationalbussales.com
e-mail: klynch@nationalbussales.com

Re: Bid no. 201501047
N.C. Department of Transportation/Public Transportation Division

P.O. No.: _____

Project No.: 17-CT-037

Order Date: _____
(date order placed with vendor)

From: Rowan County
130 East Innes St. Salisbury, NC 28144
(grant applicant/recipient)
704-216-8889 704-630-9638
(phone number) (FAX number)

Contact: Gary Price
e-mail: gary.price@rowancountync.gov

VEHICLE ORDER

Base Vehicle Cost

Quantity	Diag. #	Description	Base Unit Cost	Total Cost
0	1	<u>Raised Roof Van -13</u> All vehicles include as standard: Strobe light (with on/off switch), Driver and Front Passenger step & grab bar, Camera Pre-Wiring, Emergency roof hatch exit, Backup/Reverse camera 4" display.	\$ 47,457.00	\$
<u>1</u>	2	<u>Raised Roof Van -12</u> All vehicles include as standard: Strobe light (with on/off switch), Driver and Front Passenger step & grab bar, Camera Pre-Wiring, Emergency roof hatch exit, Backup/Reverse camera 4" display.	\$ 45,918.00	\$ 45,918.00

Participating Options - Itemized

Quantity	Item no.	Description	Option Unit Cost	Total Cost
0	3	<u>Lettering</u>	\$ 350.00	\$
0	4	<u>Logo Application - Labor only</u>	\$ 50.00	\$
1	5	<u>Auxiliary Round Red Brake Lights (2)</u>	\$ 450.00	\$ 450.00
1	6	<u>Auxiliary Red Strobe at Rear Door</u>	\$ 420.00	\$ 420.00
0	7	<u>Propane Prep package</u>	\$ 325.00	\$
0	8	<u>CNG Prep package</u>	\$ 325.00	\$
1	9	<u>Diamond Donation box</u>	\$ 168.00	\$ 168.00

Non-Participating Options (local cost only):

0	10	_____	\$ -	\$
0	11	_____	\$ -	\$
0	12	_____	\$ -	\$
0	13	_____	\$ -	\$
0	14	_____	\$ -	\$
0	15	_____	\$ -	\$

GRAND TOTAL \$ 46,956.00

VAN COLOR: WHITE with GRAY INTERIOR PANELS AND SEATING

Lettering information: _____ Using local option for lettering
System Name & Phone No.

Color and Style of 6" lettering: _____ n/a

Striping information: _____ n/a

Vehicle to be titled to: Rowan County
130 West Innes St
Salisbury, NC 28144

Terms: Payment to vendor must be made within 30 days of acceptance of vehicle (sign off on insp. form).