

Aitkin County Board of Commissioners
Request for County Board Action/Agenda Item Cover Sheet



To: Chairperson, Aitkin County Board of Commissioners Date: 2/22/12

Via: Patrick Wussow, County Administrator

From: CAND Dept / Assessor Dept.

Title of Item: 4x4 Pickup Bids

Requested Meeting Date: 2/28 Estimated Presentation Time: Consent

Presenter: MARK JAWORS / MIKE DANBERS

Type of Action Requested (check all that apply)

- For info only, no action requested
- For discussion only with possible future action
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt proposal by motion
- Authorize filling vacant staff position
- Request to schedule public hearing or sale
- Request by member of the public to be heard
- Item should be addressed in closed session under MN Statute
- Approve under Consent Agenda
- Adopt Ordinance Revision
- Approve/adopt proposal by resolution (attach draft resolution)
- Other (please list) _____

Fiscal Impact (check all that apply)

- Is this item in the current approved budget? Yes No (attach explanation)
- What type of expenditure is this? Operating Capital Other (attach explanation)
- Revenue line account # that funds this item is: 11-925-5252
- Expenditure line account # for this item is: 11-925-6620, 6630
01-043-6620

Staffing Impact (Any yes answer requires a review by Human Resources Manager before going to the board)

- Duties of a department employee(s) may be materially affected. Yes No
- Applicable job description(s) may require revision. Yes No
- Item may impact a bargaining unit agreement or county work policy. Yes No
- Item may change the department's authorized staffing level. Yes No



Supporting Attachment(s)

- Memorandum Summary of Item
- Copy of applicable county policy and/or ordinance (excerpts acceptable)
- Copy of applicable state/federal statute/regulation (excerpts acceptable)
- Copy of applicable contract and/or agreement
- Original bid spec or quote request (excluding complex construction projects)
- Bids/quotes received (excluding complex construction projects, provide comparison worksheet)
- Bid/quote comparison worksheet
- Draft County Board resolution
- Plat approval check-list and supporting documents
- Copy of previous minutes related to this issue
- Other supporting document(s) (please list) _____

Provide eleven (11) copies of supporting documentation NO LATER THAN Wednesday at 12:00 pm to make the Board's agenda for the following Tuesday. Items WILL NOT be placed on the Board agenda unless complete documentation is provided for mailing in the Board packets. (see reverse side for details)



**OFFICE OF
AITKIN COUNTY ASSESSOR**
209 2nd ST N.W. Room 111
AITKIN, MINNESOTA 56431
Phone: 218/927-7327 – Fax: 218/927-7379
assessor@co.aitkin.mn.us

MEMO

February 21, 2012

To: County Board of Commissioners

From: Mike Dangers, County Assessor

Re: Truck Purchase

The County Assessor's Office is scheduled to replace one appraiser vehicle in 2012. We have not replaced a vehicle since 2009 to help reduce the departmental budget.

Full-size pickup truck bids have been obtained in conjunction with the County Land Department. Attached to this memo is a summary of the bids received. The specifications for a full-size, 4-wheel drive, extended cab pickup truck matched the Land Department vehicle specs. The low bidder is Aitkin Motors for \$21,888. This bid is for a new 2012 Ford F150. We plan to sell the trade-in vehicle on auction to obtain a higher price than the listed trade-in allowance.

The Assessor's Office needs a vehicle like this to better access remote areas of the County and to haul a 4-wheeler or snowmobile when necessary. The new vehicle will be retained by the County for a longer period of time than a used vehicle. Based on this bid price and projected resale value, the overall cost of ownership to the County for a new full size truck should be less than for a used truck.

The funds previously reserved for vehicle purchase plus a portion of current year budgeted funds are sufficient to cover this expenditure. Please authorize the purchase of this vehicle and the sale of the County owned 2000 Dodge Dakota. Contact me with any questions at 927-7340. Thank you.

Sue Bingham

From: Mark Jacobs [mjacobs@co.aitkin.mn.us]
Sent: Wednesday, February 22, 2012 1:36 PM
To: 'Patrick Wussow'; 'Sue Bingham'
Subject: Vehicle bids

To: County Board
 Cc: County Administrator

Bids were received for 3 – ½ ton 4X4 pick-up trucks on 2/21/12 @ 2:00 PM (2-Land Department, 1- Assessors).

Two bids were received – from Aitkin Motors of Aitkin and Nelson Motors of Fergus Falls (below is the bid breakdown).

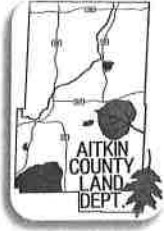
Based on the bids received we recommend...

- 2 – ½ ton extended cab 4X4 w/6.5' box from **Aitkin Motors for \$21,888 each (Nelson Motors = \$23,142)**. It is felt that the County could receive more by selling the trade-in vehicle (2000 Dodge Dakota 4x4 pick up) than going with the trade in proposals received on the Assessor vehicle.
- The 1 – ½ ton standard cab 4X4 w/8' box and HD towing package bid from **Aitkin Motors is \$22,507 and Nelson Motors is \$22,422**. This vehicle will be used by the Parks Department and it will tow trail maintenance equipment (bobcat, tractors, etc) and haul lumber thus the heavy duty tow package and 8' box.
- Based on the total package we recommend the vehicle bid from **Aitkin Motors of \$66,283** for the 3 vehicles (Nelson Motors = \$68,706).

Pickup trucks	Aitkin Motors - Aitkin, MN	Nelson Auto - Fergus Falls, MN
1/2 -ton 4x4 Ext Cab 6.5' box (2)	\$21,888 each (Ford 2012)	\$23,142 each (GMC 2012)
1/2 -ton 4x4 Ext Cab 6.5' box (2)	\$19,388 each w/trade (Ford 2012)	\$21,342 each w/trade (GMC 2012)
1/2 -ton 4x4 Reg Cab 8' box (1)	\$22,507 each (Ford 2012)	\$22,422 each (Ford 2012)
Warranty	bumper-to-bumper	Power train
Ford	3-year/36,000 mile	5-year/50,000 mile
GMC	3-year/36,000 mile	5-year/100,000 mile

Thank you.

Mark Jacobs
 Land Commissioner
 Aitkin County Land Department
 209 2nd St. NW Room #206
 Aitkin, MN 56431
 P: 218-927-7367
 F: 218-927-7249



Aitkin County Land Department

209 2nd St. NW Room 206
Aitkin, MN 56431

218-927-7364

January 31, 2012

CORRECTION

REQUEST FOR VEHICLE BIDS

Sealed bids will be received by Aitkin County at the office of the Aitkin County Land Department, 209 2nd St. NW Room 206, Aitkin, MN. 56431 until 2:00 pm on the 21ST day of February 2012 for the following vehicles:

½ ton 4x4 pickup with extended cab and 6.5 foot box

½ ton 4x4 pickup with extended cab and 6.5 foot box with trade in

½ ton 4x4 pickup with standard cab and 8 foot box with heavy duty towing package

Bid proposals and specifications may be obtained at the Aitkin County Land Commissioner's Office, 209 2nd St. NW Room 206, Aitkin, MN. 56431. Telephone - 218-927-7364

The County reserves the right to reject any or all bids and to waive any errors or informalities contained therein.

Proposals will be opened at 2:00 pm on 21ST day of February, 2012 and presented to the Aitkin County Board of Commissioners at the next County Board meeting.

Mark Jacobs
Land Commissioner
MJ/cab

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Fax - 218-927-7249

e-mail: acld@co.aitkin.mn.us