

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

4B
Agenda Item #

To: Chairperson, Aitkin County Board of Commissioners Date: 3-31-14

Via: Roxy Traxler, Interim County Administrator

From: Roxy Traxler, Interim County Administrator

Title of Item:

Motor Pool Vehicles

Requested Meeting Date: 4-8-14 Estimated Presentation Time: _____

Presenter: Roxy Traxler, Interim County Administrator

Type of Action Requested (check all that apply)

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

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: _____
- Expenditure line account # for this item is: _____

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

HR Review

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 (1) copy of supporting documentation NO LATER THAN Wednesday at Noon to make the Board's agenda for the following Tuesday. (If your packet contains colored copies, please provide (4) paper copies of supporting documentation as we do not have a color printer or copier.) Items WILL NOT be placed on the Board agenda unless complete documentation is provided for the Board packets.

AITKIN COUNTY ADMINISTRATION

Aitkin County Courthouse
217 Second Street N.W. Room 130
Aitkin, MN 56431
218-927-7276
Fax: 218-927-7374

TO: Aitkin County Board of Commissioners

FROM: Roxy Traxler, Interim County Administrator

RE: Motor Pool Vehicles

DATE: March 31, 2014

Motor Pool has budgeted \$19,000.00 for vehicle replacement in 2014. At this time staff is looking for Board approval to purchase a fleet vehicle. Attached for your review is a spreadsheet of available used and new vehicles. We would also like to discuss the possibility of purchasing an additional fleet vehicle.

Staff also needs Board approval to sell Car #1 – 2006 Ford Five Hundred, and Car #41 – 2000 Ford Taurus.

Vehicle Purchase - Prices

Used Vehicles

	Vehicle	Miles	Vendor	Cost
4-Door Sedan				
2013	Impala	37,538	Brandl	\$15,541
2013	Impala	20,566	Brandl	\$15,997
2012	Fusion	24000	Aitkin Motor	\$17,300
2011	Fusion	27000	Aitkin Motor	\$16,200
2013	Taurus	33,900	Aitkin Motor	\$24,200

SUV / Van

2013	Captiva	26,961	Brandl	\$18,738
2012	Equinox	32,240	Brandl	\$20,334
2013	Equinox	34,863	Brandl	\$22,734
2013	Terrain	38,986	Brandl	\$22,791
2012	Escape	19,900	Aitkin Motor	\$20,500
2012	Escape	35,500	Aitkin Motor	\$19,750
2011	Escape	25,900	Aitkin Motor	\$21,100

New Vehicles - State Bid

	Vehicle	Miles	Vendor	Cost
4-Door Sedan				
2014	Impala SE	0	State Bid	\$22,409
2014	Impala Limited	0	State Bid	\$18,362
2014	Fusion SE FWD	0	State Bid	\$19,005
2014	Fusion S	0	State Bid	\$17,400
2014	Taurus SE FWD	0	State Bid	\$19,005

SUV / Van

2014	Captiva	0	State Bid	\$18,700
2014	Equinox FWD	0	State Bid	\$20,500
2014	Equinox AWD	0	State Bid	\$22,100
2014	Grand Caravan	0	State Bid	\$20,550
2014	Escape SE	0	State Bid	\$21,635
2014	Escape S	0	State Bid	\$19,700