

MANATEE COUNTY GOVERNMENT AGENDA MEMORANDUM

SUBJECT	Commuter Vans	DATE AGENDA ITEM	Consent
DATE REQUESTED	January 9, 2001	DATE SUBMITTED/REVISED	December 18, 2000
BRIEFINGS/AVIATION	NA	CONSEQUENCES IF DEFERRED	NA
DEPARTMENT/DIVISION	Financial Management/Purchasing	AUTHORIZED BY TITLE	Jim Seuffert Director <i>PS for JS</i>
CONTACT PERSON TELEPHONE/EXTENSION	Janet Dorta/Frederick Loveland 3045 3030	PRESENTED BY TITLE TELEPHONE/EXTENSION	Frederick Loveland, Director, Community Services - 3030

ADMINISTRATIVE APPROVAL



ACTION DESIRED

INDICATE WHETHER "REPORT" or "DISCUSSION," "FORM" or "ACTION," or "OTHER ACTION" REQUIRED.

Authorization to issue Change Order #1 to PO P0001958 for commuter vans from R. D. Ward, Inc., Milton, FL for an increase of \$1,183. for an adjusted PO amount of \$53,633.

ENABLING/REGULATING AUTHORITY

(State/State laws, constitutive rulings, Manatee County Comp. Plan/Land Development Code, ordinances, resolutions, policies)

Ordinance 99-37, Purchasing Code Article 4 Source Selection

BACKGROUND DISCUSSION

- **6/6/2000 the Board authorized purchase via State Contract (FDOT) of two commuter vans.**
- **Standard equipment for the vans did not include armrests, they are an optional item, which was not shown on the FDOT form. Community Services requests the addition of the armrests for the safety and comfort of the riders.**
- **The vans are being funded by a Federal Transit Administration Capital Grant.**

COUNTY ATTORNEY REVIEW BEEN REQUESTED? Indicate "NO" or "YES" @ right.

If "NO," proceed to 1A/1B below. If "YES," proceed to 2A/2B below.

NO

"NO" (if review)

A) PLEASE EXPLAIN BELOW (see also following section for contract agreements, etc.)

Not Required. This is a preprinted purchase order using the County's terms and conditions.

JAN 09 2001

B) IF CONTRACT, AGREEMENT, LEASE OR OTHER DOCUMENT WAS PREVIOUSLY APPROVED, STATE YEAR OF LAST PERM @ RIGHT

NONE

"YES" TO ABOVE QUESTION IN THIS SECTION

A) HAS ENTIRE MATTER, OR ONLY A PORTION, BEEN REVIEWED? IF ONLY A PORTION, WHICH PORTION?

B) HAVE ANY COMMENTS/SUGGESTIONS BASED ON COUNTY ATTORNEY REVIEW BEEN ADDRESSED/CORROBORATED? IF NOT, PLEASE EXPLAIN. A COPY OF FINAL COUNTY ATTORNEY REVIEW ON THIS MATTER MUST BE ATTACHED (if comments were verbal so indicate)

DEPARTMENT'S USE (to be completed as attached)	INSTRUCTIONS TO BOARD RECORDS
Department Memo	NA
COST \$1,183.00 (Total \$53,633.00)	SOURCE (ACCT. & NAME) 4369008905564001/90089059100 - FTA Sec9 FY2000 Cap FL90 - Road Equipment
COMMENTS NA	AVAILABILITY OF RECORDING COSTS (AVERAGE FISCAL IMPACT STATEMENT) NA



From: Peter Gajdjis
To: Stafford, Joan
Date: Monday, December 18, 2000 11:24AM
Subject: change order

Joan,

Thanks for processing the CO for the two buses.

Regarding the change order for the two commuter vans, the co is necessary in order to install armrests on the van seating. The standard equipment for the vans did not include armrests-these are an optional item. The FDOT order form did not show these as an option, so it was assumed that the armrests were standard equipment. The Federal Transit Administration Capital grant from which these vans are purchased off of has additional funds for this change order. Thanks.

CC: Letsche, Jackie

8736 Highway 87 North
Milton, Florida 32570
(850) 983-9501 Telephone
(850) 983-9504 Fax
rdwardinc@earthlink.net
http://home.att.net/~rdwardinc/

R. D. WARD, Inc.

Fax

To: Peter Gajdjis	From: David Morris
Fax: 941-742-5992	Pages following:
Phone:	Date: 11-29-00
Re:	CC:

labor to remove seats, back-covers, weld-on brackets, recover, install arms	860.00
Arms (14 per truck)	288.00
Freight	35.00
	<u>1183.00</u>

Work to be performed by Miles Trailer Sales
(941) 746-8811



MANATEE COUNTY PURCHASING

Mail Invoice To:
CLERK OF THE CIRCUIT COURT
MANATEE COUNTY FINANCE DEPARTMENT
P.O. BOX 1000
BRADENTON, FL 34206-1000
SEND SEPARATE INVOICES FOR EACH SHIPMENT

PURCHASE ORDER NO.: P0001938
PAGE: Page 1 of 1
ORDER DATE: 06/06/00
DATE REQUIRED: -05/15/00
TERMS:
SHIP VIA: BESTWAY
F.O.B.: DESTINATION
CONFIRMED TO:

VENDOR

V003279 (850) 983-9501
R D WARD INC
8736 HIGHWAY 87 NORTH
MILTON, FL 32570-5221

SHIP TO

S0301
COMMUNITY SERVICES DEPARTMENT
TRANSIT DIVISION
1108 26TH AVENUE EAST
BRADENTON, FL 34208
Requested by: JACKIE LEYSCH

ITEM	QUANTITY	U/M	DESCRIPTION	UNIT PRICE	TOTAL PRICE
001	2	EA	VAN-STATE CONTRACT FVPP00-01-CV 3500 DODGE MAXI VAN MODEL YEAR 2000	25,075.00	50,150.00
			436-9008905-564001/9008905-9100	50,150.00	
002	2	EA	STANDARD SEATS (FREEDMAN FEATHER WEIGHT MIN/HI RECLINE, BLUE INTERIOR, SEATS/ FLOOR) FLOORPLAN #2 (9 PASSENGERS, INCLUDING DRIVER)	1,000.00	2,000.00
			436-9008905-564001/9008905-9100	2,000.00	
003	2	EA	PAINT SCHEME #2 (DUAL BLUE AND GOLD STRIPES)	150.00	300.00
			436-9008905-564001/9008905-9100	300.00	

6-7-2000

BCC AUTHORIZED 6/6/2000
FDOT STATE CONTRACT FVPP00-01-CV
R008294
006789JS

JOAN STAFFORD (941) 749-3043

52,450.00

QTY ORD	QTY REC'D	QTY B/O	PACKING SLIP #	DATE REC'D	REC'D BY	PAYMENT AUTHORIZED BY

Joan Stafford
PURCHASING