

AMENDED ITEM—SEPTEMBER 16, 2019

CONSENT AGENDA:

e. Purchase of Motor Pool Vehicles and Public Sale of Surplus Vehicles

SUGGESTED MOTION:

Move to authorize the chair to sign a purchase order for one Jeep Cherokee and one Dodge Durango in the amount of \$48,893 using state bids from Nelson Auto Center with the vehicles to be assigned to the Tax Director's Office to be paid with funds from the Motor Pool Fund; and authorize the sale of five Ford Explorers and one Impala using the Public Surplus auction site.



MOTION

SEP 16 2019

Auditor

September 16, 2019

Michael Montplaisir, CPA
701-241-5600
montplaisirm@casscountynd.gov

Board of County Commissioners
Cass County Government
211 9th St. S
Fargo, ND 58103

Re: Purchase Order for Vehicles for Tax Director's Office and
Sale of Surplus Vehicles

Dear Commissioners:

Enclosed is a Purchase Order for two vehicles for the Tax Director's Office using state bid pricing through Nelson Auto Center in Fergus Falls, MN. Nelson Auto was awarded the state bid for these vehicles; their bids are good through September 30, 2019. The Tax Director's Office has reviewed the state bids and has requested these two vehicles. We have the funds available in the Motor Pool Fund, but we will need to look at the charge we have per mile to recoup the capital costs a little faster.

At the same time, we are requesting authorization to sell some surplus vehicles—two Explorers that the Tax Director's Office has been using, and three additional Explorers and an Impala from the Sheriff's Office. We would like to get these listed on Public Surplus and dispose of the vehicles before the winter weather.

Sincerely,

Michael Montplaisir
Finance Director

SUGGETED MOTION:

Move to authorize the Chairman to sign the purchase order for a Jeep Cherokee and a Dodge Durango using state bids from Nelson Auto Center to be assigned to the Tax Director's Office with the funds to come from the Motor Pool Fund; and to authorize the sale of five Ford Explorer's and one Impala using Public Surplus auction site.

PO Box 2806
211 Ninth Street South
Fargo, North Dakota 58108

www.casscountynd.gov



PURCHASE ORDER

PAGE: 1
140919
PO. NO.:
DATE 09/16/19

N.D. Sales Tax Exempt No. E-3009

NELSON AUTO CENTER
2228 COLLEGE WAY
PO BOX 338
FERGUS FALLS, MN 56538

SHIP TO: CASS COUNTY GOVERNMENT
COUNTY AUDITOR
211 9TH ST S
FARGO, ND 58103

VENDOR NO.		5658			
DELIVER BY	SHIP VIA	F.O.B.	TERMS		
09/16/19			NET		
CONFIRM BY		CONFIRM TO			
		HEINLE, SARAH J			
		SARAH HEINLE			
FREIGHT	CONTRACT NO.	ACCOUNT NO.	PROJECT		
		504-2108-411.74-06			
			REQ. NO. REQ. DATE		
			NELSONAUTO 09/16/19		
LINE NO.	QUANTITY	UOM	ITEM NO. AND DESCRIPTION	UNIT COST	EXTENDED COST
1	1.00	EA	JEEP CHEROKEE	21927.0000	21927.00
2	1.00	EA	DODGE DURANGO	26966.0000	26966.00
			SUB-TOTAL		48893.00

48893.00

AUTHORIZED BY _____ COUNTY OFFICIAL