



City of Griffin, Georgia
100 S Hill Street
P O Box T
Griffin, Georgia 30224
(770) 229-6401

DATE: 11/3/2014

Purchase Order

Bid/Quote No.

Vendor No.

Vendor Name & Address

Allan Vigil Ford
6790 Mt. Zion Blvd
Morrow, GA 30260

email@email.com

Ph: 770-968-0680 Fax: 678-364-3910

Per Georgia State Code 48.8, the City of Griffin is tax exempt from sales and use tax.

Deliver to:

Simmons WTP
Water/Wastewater
100 South Hill Street
Griffin, GA 30223

ATTN: Martha Drolet

Phone: 770-233-2974 X647 Fax: 770-233-2975

Freight is FOB
Destination

Deliveries are accepted
between the hours of
8:00 a.m. and 4 p.m.

Invoices are to be sent to
requesting dept. for approval.
Payment inquiries should be
directed to Accounts Payable
(accounting.vital@cityofgriffin.com)

*Terms: Net 30 unless otherwise specified on PO

-- ANY CHANGE ORDERS TO ANY PO OR WORK ORDERS MUST BE AUTHORIZED IN WRITING AND APPROVED. ALL INVOICES
SUBMITTED FOR PAYMENT MUST REFERENCE A VALID PURCHASE ORDER NUMBER. --

- VENDORS MUST HAVE A CURRENT REGISTRATION ON FILE PRIOR TO PO PROCESSING -

On File? Y/N

Description	Account Number	Quantity	UOM	Unit Price	Extended Totals
2014 Ford F150 (1/2 Ton)	505 - 4431 - 54 - 2200 -	1		22,057.000	22,057.00
Reg. Cab, 6 Cyl. 4X4, SWB - \$22,057.00	505 - 4431 - 54 - 9999 -	1		(22,057.000)	-22,057.00
	505 - 4431 - 54 - 7501 -	1		22,057.000	22,057.00
	- - - -				
	- - - -				
	- - - -				
	- - - -				
	- - - -				
	- - - -				
	- - - -				
	- - - -				
CAPITAL PROJECT #: CP2015-4431-6-16	- - - -	enter debit/credit amounts in			
(DISTRIBUTION & \$\$)	- - - -	the extended totals column			

COMMENTS:

Totals: \$

22,057.00

COG USE ONLY

COG USE ONLY

Pricing method:
Verbal / Phone
Email/Mail/Fax
Bid / RFP #
E-Verify Affidavit

Water/Wastewater Martha Drolet 11/3/2014

Dept / Requestor / Date

Purchasing / Date

Vendor emailed copy?
Vendor Notified

Department Mgr / Date

Finance Director / Date

Invoice apprvd/attchd?
PMT Approval
Inv Attached

City Manager / Date

BOARD / Date

JSD 11/14/14

TERMS AND CONDITIONS OF PO / CONTRACT

ARTICLE 1 PURCHASE ORDER AUTHORIZATION

Vendors are required to be registered with the City and to have an authorized City Purchase Order (P.O.) before any items/goods/services are delivered. Any shipments made prior to the receipt of a City P.O. are made at the sole risk of the vendor. Payment may be withheld for any and all items/goods/services delivered without an authorized P.O.

ARTICLE 2 PURCHASE ORDER NUMBER

The Purchaser's purchase order number and the successful seller's name (from the bid or proposal) must appear on all packing slips, packages, invoices, bills of lading, warehouse receipts and correspondence with Purchaser. Materials must be properly packaged and marked with the order number. Damaged material will not be accepted.

ARTICLE 3 ACCEPTANCES

All terms and conditions of the purchase order shall become part of the contract between the Seller and Purchaser; the Seller's different or additional terms will not become part of this contract.

ARTICLE 4 PRICE

Seller warrants that the prices quoted hereunder are the lowest prices these or similar articles are sold by the Seller to other customers and in the event of any price reduction between execution of the purchase order and delivery of the goods, purchaser shall be entitled to such reduction.

ARTICLE 5 DELIVERIES, TITLE AND RISK OF LOSS

Title shall pass to Purchaser on delivery of the conforming goods to Purchaser's designated plant or location. Notwithstanding any agreement to pay freight express or other transportation charges, the risk of loss or damage in transit shall be upon the Seller. Delivery shall not be complete until the goods have been actually received, inspected and accepted by the Purchaser.

ARTICLE 6 PARTS

The Seller agrees to make functional parts available for a period of five years after final production run.

ARTICLE 7 WARRANTIES

The Seller warrants that the goods and services supplied hereunder will be of good workmanship and of proper materials, free from defects and in accordance with specifications. If the Seller knows of the Purchaser's intended use, the Seller warrants that the goods or services are suitable for that intended use.

ARTICLE 8 REMEDIES

Regardless of whether goods are being sold or leased or whether services are being performed, the Seller and Purchaser agree that both parties have all the Uniform Commercial Code rights, duties, and remedies available as well as all remedies allowed by law and the purchase order.

ARTICLE 9 CONFLICTS OF LAWS

The agreement of purchase and the performance of the parties hereunder shall be construed with and governed by the laws of the State of Georgia.

ARTICLE 10 MODIFICATIONS

No modifications in prices, delivery methods or schedule, quality, quantity, specifications or any other term of the contract will be effective unless agreed to in writing, signed by Procurement

ARTICLE 11 PATENT INFRINGEMENT

Seller shall hold purchaser harmless from all judgments and expenses arising out of any alleged patent infringement by our use of the merchandise ordered.

ARTICLE 12 TERMINATIONS FOR CAUSE

Purchaser may terminate this contract for cause in the event of a default by Seller. In such event, Purchaser shall not be liable to Seller for any amounts, and Seller shall be liable for and shall hold Purchaser harmless from any damage occasioned by Seller's breach or default.

ARTICLE 13 TERMINATIONS FOR CONVENIENCE

Purchaser may at any time terminate the order in whole or in part for its convenience upon which written notice to Seller in which event Seller shall be entitled to reasonable termination charges which reflects the percentage of the work performed prior to termination.

ARTICLE 14 ENTIRE AGREEMENTS

The purchase order and any documents referred to on the face thereof constitute the entire agreement between the parties and can only be modified in writing and signed by both parties. No part of this order may be assigned or subcontracted without the written approval of the Purchaser. Any moneys due Purchaser from Seller can be set off from any moneys due Seller from Purchaser whether or not under this contract. Purchaser's failure to insist on any right shall not operate as a waiver of any other right. Time is of the essence of this contract.

ARTICLE 15 WORKS ON PREMISES

If the order includes work to be performed on Purchaser's premises, Seller agrees to indemnify the Purchaser from all loss or damage arising out of such work, to observe the highest safety standard, to maintain adequate insurance and to furnish evidence of such insurance at Purchaser's request.

ARTICLE 16 QUALITY GUARANTEE

If any product delivered does not meet applicable specifications, or if the product shall not produce the effect that the supplier represents to the City, the supplier shall pick up the product from the City at no expense to the City. Also, the supplier shall refund to The City of Griffin any money which has been paid for the same. The supplier shall be responsible for attorney fees in the event the supplier defaults and court action is required.

ARTICLE 17 QUALITY TERMS

The City reserves the right to reject any and/or all materials if, in its judgment, the items reflect unsatisfactory workmanship, manufacturing or shipping damage.

ALLAN VIGIL FORD-LINCOLN GOVERNMENT SALES

**2014 Ford F150 (1/2 ton)
Regular Cab, 6 Cyl, 4x2, SWB**

Base Price \$16,036.00

SWC #999999-SPD-ES40199373-002

**Equipment included in
Base price**

3.7L V6 Flex Fuel engine
6 Speed Automatic Transmission
Factory Installed A/C
AM-FM Radio
Solar Tinted Glass
Power Steering
Power ABS Brakes
Vinyl 40/20/40 Bench Seat
Rubber Floor Covering
Full Size Spare
Step Bumper
Short Bed (6.5 ft)
6500 GVWR
P235/70Rx17 Tires

Colors Available

	Exterior	Interior
E4	Vermillion Red	GREY
N1	BlueJeans	GREY
W6	Green Gem	GREY
UX	Ingot Silver	GREY
UH	Tuxedo Black	GREY
UJ	Sterling Grey	GREY
YZ	White	GREY

School Bus Yellow is available at
\$532.00 per vehicle

FOB Allan Vigil Ford
Delivery \$1.50 per mile, \$75 minimum

**ALLAN VIGIL FORD GOV'T SALES
6790 Mt. Zion Blvd
Morrow, GA 30260**

**770-968-0680 Phone
800-821-5151 Toll Free
678-364-3910 Fax**

* 5.0 V8 or Ecoboost engine
required
** Not available with regular
cab short wheel base

Options	Price	Code
5.0L V8 Flex Fuel engine	870.00	99F
3.5L V6 EcoBoost engine**	1,813.00	99T
Long Bed (8 ft)	285.00	145
36 Gal Fuel Tank	84.00	655
Super Cab (6.5 ft. bed)	3,028.00	X1C
Super Cab (8 ft. bed) *	3,508.00	X1CLong
4x4 Option (All models)	4,369.00	4369 F1E
Skid Plates	140.00	140 413
P265/70Rx17	281.00	T7H
Crew Cab XL SWB	6,748.00	W1C
Crew Cab XL LWB*	7,000.00	W1E
Limited Slip Axle	491.00	491 XH9
Tilt / Cruise	190.00	52N
Cab Steps (black tublar)	261.00	18E
AM-FM-CD	262.00	585
Daytime Running Lights	40.00	40 942
Power Windows/Locks/Mirrors	991.00	85A
Trailer Tow Package	325.00	325 535
Trailer Tow Mirrors	202.00	202 54T
XL Décor Group	98.00	86D
XL Plus (CD & Cruise)	395.00	61X
XL Plus & Sync	762.00	61X/66C
40-20-40 Cloth Split Bench	N/C	C*
Electric Brake Controller	199.00	199 67T
Carpet w/ Mats	125.00	168
XL SSV Package	N/C	66S
XLT Package	3,885.00	507A
Convenience Package for XLT	646.00	61C
XLT Cloth Bucket-NA on r/cab)	263.00	U*
Aluminum Wheels	328.00	64F
Box Side Steps	281.00	63S
Tailgate Step	325.00	63T
Reverse Sensing (requires 85A And 535)	255.00	255 76R

Added Optional Equipment \$6,021.00

Other vendor added equipment

Delivery

Total 22,057.00

Contact person Martha Drolet

Department Water/Wastewater 4431
Phone Number 770-233-2974 etx. 647
Fax number 770-233-2975

**CITY OF GRIFFIN
CAPITAL ITEM REQUEST
FISCAL YEAR 2014 - 2015
BUDGET**

Account Number: _____

Entered: _____

Fund	Department and Division	Priority, rank 1-3 with 1 being highest	
WATER & WASTEWATER FUND	Harry Simmon's Water Plant		3

Item Requested	Item Cost
4-Wheel Drive Truck	23,905.00

Item Description
2014 Ford F250 Regular Cab V8 Long Bed 4X4 (3/4 Ton)

Is item listed in the Comprehensive Plan?	If so identify item
NO	

Justification
Needed for locating and /or repairing water lines and valves off roadways, collecting samples and for use during inclement weather conditions.

Is this item intended to replace an existing item?	
YES	

If yes, please identify the item that is being replaced, give as much information as possible.
--

Year	Make	Model	# Miles	# Hours	Condition
1995	Ford	F150	133,466		Fair

Additional descriptive information on item being replaced	
Unit 851	

What is intended to be done with the item being replaced? <i>Disposition is subject to the approval of Motor Pool.</i>
--

Transferred to another user within same division? Yes/No	Transferred to another user in a different division? yes, name division item is to be transferred to	If

Is item to be declared Surplus?	Sold via Auction	Used as Trade-in	Donated	Sold for Scrap

When will item need to be	Bid	PO Issued	Purchased
	Sept. 2014	Oct. 2014	Oct. 2014

What is the anticipated useful life of this item in years?	
10 years	

Is a maintenance contract included in the cost?	
YES	

If yes, what is the cost of the contract	Length/Type of Contract
Included in base price	1 year standard manufacturer's warranty

Will item require additional components/outfitting to be operational / in service?	
yes	

Item	Stock or Custom	Cost
Emergency flashing lights	wig-wag style front and rear of truck	600.00
Brush Guard	Stock	500.00

Total cost of additional components 1,100.00

Cost of Item 23,905.00

Total cost of functional item 25,005.00

Source(s) of Funds	In the box underneath each type of funding source, enter the amount to come from that source				
Current Revenue	Grant	Grant Match	Loan/Lease	SPLOST	Use of Fund Balance
Donation	Transfer from other Fund	Transfer from other Fund	Use of Reserve Funds	Other	Total of All Sources of Funds (must equal cost)
Describe Source	Name Fund	Name Fund	Name Reserve Account	Describe Source	
					-

Out of Balance 25,005.00

**CITY OF GRIFFIN
CAPITAL ITEM REQUEST
FISCAL YEAR 2014 - 2015
BUDGET**

Fund	Department and Division	Priority, rank 1-3 with 1 being highest	
WATER & WASTEWATER FUND	Harry Simmon's Water Plant		3

Item Requested	4-Wheel Drive Truck
----------------	---------------------

How will this item impact current or future operating budgets? List other costs associated with this item below. Such costs to include but are not limited to maintenance costs, utilities, supplies needed by this item that will be new, increased or decreased in quantity or cost.

Item	How often needed	Beginning When?	Increase or <Decrease> in cost
General Maintenance costs	annual	upon placing in service	(1,200.00)
Estimated impact on annual operating budget			(1,200.00)