



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

DATE: 11/18/2014

Purchase Order

Bid/Quote No.

Vendor No.

Vendor Name &amp; 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:

**City of Griffin**  
**Dept: Water Distribution**  
**700 Beck Street**  
**Griffin, GA 30223**

ATTN: Danny Pryor/Joseph Johnson

Phone: Fax:

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 - 4440 - 54 - 2200 -	1		19,548.000	19,548.00
Reg. Cab, 6 Cyl	505 - 4440 - 54 - 9999 -	1		(19,548.000)	-19,548.00
with Toolbox, sprayin bedliner and strobes	505 - 4440 - 11 - 7501 -	1		19,548.000	19,548.00
	- - - -				
	- - - -				
	- - - -				
	- - - -				
	- - - -				
	- - - -				
	- - - -				
	- - - -				
	- - - -				
CAPITAL PROJECT #: CP2015-4440-6-15	- - - -	enter debit/credit amounts in the extended totals column			
(DISTRIBUTION & \$\$)	- - - -				

COMMENTS:

Totals: \$

19,548.00

↓ COG USE ONLY ↓		↓ COG USE ONLY ↓	
Pricing method:		Water/Wastewater Danny Pryor 11/18/2014	
<input type="checkbox"/> Verbal / Phone		Dept / Requestor / Date Purchasing / Date	
<input type="checkbox"/> Email/Mail/Fax			
<input type="checkbox"/> Bid / RFP #			
<input type="checkbox"/> E-Verify Affidavit			
Vendor emailed copy?		Department Mgr / Date Finance Director / Date	
<input type="checkbox"/> Vendor Notified			
Invoice apprvd/attchd?		City Manager / Date BOARD / Date	
<input type="checkbox"/> PMT Approval			
<input type="checkbox"/> Inv Attached			

# 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 #99999-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	F1E
Skid Plates	140.00	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 \$1,512.00

Other vendor added equipment  
Spray in bed  
liner, Tool  
Box, Strobes  
\$2,000

Delivery

Total 19,548.00

Contact person	Danny Pryor
Department	Water/Wastewater 4440
Phone Number	770-233-2974 ext. 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	4440		1

Item Requested	Item Cost
	16,036.00

Item Description
1/2 ton pickup

Is item listed in the Comprehensive Plan?	If so identify item

Justification
Current truck has 208,000 miles Unit # 1814

Is this item intended to replace an existing item?

If yes, please identify the item that is being replaced, give as much information as possible.
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Year	Make	Model	# Miles	# Hours	Condition
2001	Dodge	1500	208,000		fair

Additional descriptive information on item being replaced

What is intended to be done with the item being replaced? <i>Disposition is subject to the approval of Motor Pool.</i>
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Transferred to another user within same division? Yes/No	Transferred to another user in a different division? If yes, name division item is to be transferred to
no	

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

When will item need to be	Bid	PO Issued	Purchased

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

Is a maintenance contract included in the cost?
NO

If yes, what is the cost of the contract	Length/Type of Contract

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

Item	Stock or Custom	Cost
Strobes		300.00
Tool Boxes		2,000.00
Manuf. Options		1,217.00

Total cost of additional components 3,517.00

Cost of Item 16,036.00

Total cost of functional item 19,553.00

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 19,553.00

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

<b>Fund</b>	<b>Department and Division</b>	<b>Priority, rank 1-3 with 1 being highest</b>	
WATER & WASTEWATER FUND	4440		1

Item Requested	0
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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.

[illegible]

Estimated impact on annual operating budget