

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Education, Veterans & Aging Services
INITIATED BY

Joyce Lubben
DRAFTED BY

Education, Veterans & Aging Services
SUBMITTED BY

April 6, 2010
DATE DRAFTED

**AMENDING THE 2010 COUNCIL ON AGING BUDGET FOR
PURCHASE OF NEW SPECIALIZED TRANSIT VEHICLE**

- 1 **WHEREAS**, The Council on Aging holds a portion of its unexpended s.85.21 funds in an approved
2 vehicle replacement trust fund; and,
3
4 **WHEREAS**, the current trust fund exceeds the \$80,000 annual limit set by state statute; and,
5
6 **WHEREAS**, the Specialized Transit Program is in need of an additional vehicle to meet transportation
7 needs of older adults and persons with disabilities; and,
8
9 **WHEREAS**, specifications were prepared and bids were solicited from qualified vehicle vendors with
10 five vendors responding (results attached); and,
11
12 **WHEREAS**, Council on Aging and Purchasing staff reviewed all bids received and Caravans Inc was
13 found to be the lowest, most responsive and responsible bidder meeting the bid specifications.
14
15 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
16 this 2nd day of April 2010, that a Purchase Order be issued to Caravans Inc of Milwaukee,
17 Wisconsin in the amount of \$44,427.50 for the purchase of one lift-equipped converted mini-bus.
18
19 **BE IT FURTHER RESOLVED** that a payment be made to the vendor upon receipt and acceptance by
20 the Council on Aging Director.
21
22 **BE IT FINALLY RESOLVED** that the Adopted 2010 Rock County Council on Aging budget be
23 amended as follows:

<u>Account/Description</u>	<u>Budget at 01/01/2010</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>E&H Transportation</u>			
<u>Source of Funds</u>			
30-3905-0000-47000/ Transfer In	8,000	46,050	54,050
<u>Use of Funds</u>			
30-3905-0000-64629/ Other Transportation Expense	10,000	1,500	11,500
30-3905-0000-67105/ Motor Vehicles	40,000	44,550	84,550

10-4C-009

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Page 2

Respectfully submitted,

Education, Veterans & Aging Services

Larry Wiedenfeld
Larry Wiedenfeld, Chair

Terry Thomas
Terry Thomas, Vice Chair

Wayne Gustina
Wayne Gustina

Jane Thompson
Jane Thompson

Marvin Wopat
Marvin Wopat

Purchasing Procedural Endorsement

Reviewed and approved on a vote of 5-0

Philip Owens, Jr.
Philip Owens, Jr., Chair

Finance Committee Endorsement

Reviewed and approved on a vote of _____

5-0 Mary Mawhinney
Mary Mawhinney, Chair

FISCAL NOTE:

This resolution authorizes a Transfer In of \$46,050 from the E & H Vehicle Trust, A/C 00-0000-0070-29609, which has a current balance of \$104,281.55.

Jeffrey A. Smith
Jeffrey A. Smith
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder. As an amendment to the adopted 2010 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

Jeffrey S. Kuglitsch
Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended

Craig Knutson
Craig Knutson
County Administrator

EXECUTIVE SUMMARY

The County receives state 85.21 funding to provide handicapped accessible transportation services for older adults and people with disabilities. The Rock County Specialized Transit Program is administered through the Rock County Council on Aging and provides approximately 22,500 one-way trips throughout the county annually.

State law allows a county to keep the balance of its allocation that is not spent in a given year in a trust account for vehicle replacement or for major maintenance. The trust account must not exceed \$80,000. Currently, the amount in the trust account is \$104,282. To bring the trust account below \$80,000, the Council on Aging is requesting approval to purchase a mini-bus for its fleet. An additional vehicle would allow Specialized Transit to provide service to county residents more efficiently; especially in the event other vehicles are out of service and during afternoon peak times.

This vehicle is lift-equipped, with capacity for eight ambulatory and three wheelchair seats. The resolution is to amend the Council on Aging budget to transfer funds from the trust account into the 2010 Motor Vehicle and Other Transportation Expense accounts and to approve the purchase of this vehicle. Cost of the vehicle is \$44,427.50. Signage, licensing fees, inspection costs and purchase and installation of two-way radio communication will cost \$1,500.

No other county tax levy is required for this purchase.

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

PURCHASING DIVISION
FAX (608) 757-5539
PHONE (608) 757-5517

BID NUMBER #2010-24
BID NAME LIFT-EQUIPMENT CONVERTED MINI-BUS
BID DUE DATE APRIL 4, 2010 - 1:30 P.M.
DEPARTMENT COUNCIL ON AGING - TRANSIT

	CARAVANS INC MILWAUKEE WI	ATLAS BUS SALES MILWAUKEE WI	NELSON'S BUS WHITEWATER WI	SHEPARD BROTHERS CINCINNATI OH	ILLINOIS BUS SALES DES PLAINES IL
FIRM BID PRICE	44,027.50	47,549.00	51,472.00	51,888.21	53,000.00
DELIVERY COST	400.00	INCLUDED	INCLUDED	882.00	INCLUDED
FLEET DISCOUNT	INCLUDED	3,000.00	INCLUDED	INCLUDED	INCLUDED
TOTAL COST	\$ 44,427.50	\$ 44,549.00	\$ 51,472.00	\$ 52,770.21	\$ 53,000.00
MAKE/MODEL	FORD STARTRANS CANDIDATE	FORD STARCRAFT STARLITE	FORD EL DORADO NATIONAL AEROLITE	PHOENIX	FORD GLAVAL SPORT
DELIVERY	6-8 WEEKS	60-90 DAYS	90-120 DAYS	150-180 DAYS	7/2/10

Invitation to Bid was advertised in the Janesville Gazette and on the Internet. One additional vendor was solicited that did not respond.
One vendor submitted a "no-bid".

PREPARED BY: JODI MILLIS, PURCHASING MANAGER DEPARTMENT HEAD RECOMMENDATION: CARAVANS, INC.

GOVERNING COMMITTEE APPROVAL:
Jerry Wiedenfald 5-0 4/30/10
CHAIR VOTE DATE
[Signature] SIGNATURE DATE
[Signature] CHAIR VOTE DATE

PURCHASING PROCEDURAL ENDORSEMENT:
[Signature] CHAIR VOTE DATE