

**LEE COUNTY BOARD OF COUNTY COMMISSIONERS**  
**AGENDA ITEM SUMMARY** **BLUE SHEET NO: 20041281-UTL**

**1. REQUESTED MOTION:**

**ACTION REQUESTED:**

Approve for acceptance, and filing with the Clerk's Office, Minutes Department, an after-the-fact Emergency under Resolution 03-07-08, for the utilization of the Sarasota Bid #4744GE Right Hand Drive Light Vehicles for the purchase of three 2005 Right-Handed Jeep Wranglers for Lee County Utilities in the amount of \$57,198.72 from Douglas Jeep Polaris, (Piggyback).

**WHY ACTION IS NECESSARY:**

Board approval is required for purchases over \$50,000.00.

**WHAT ACTION ACCOMPLISHES:**

Provides after-the-fact approval under the emergency GES resolution for Purchase Order #56232 for the purchase of three 2005 Right-Handed Jeep Wranglers for Lee County Utilities' Meter Readers due to the GES Acquisition.

**2. DEPARTMENTAL CATEGORY:**  
**COMMISSION DISTRICT #:**

C10B

**3. MEETING DATE:**

11 - 30 - 2004

**4. AGENDA:**

- X. CONSENT
- ADMINISTRATIVE
- APPEALS
- PUBLIC
- WALK ON
- TIME REQUIRED: \_\_\_\_\_

**5. REQUIREMENT/PURPOSE:**

- (Specify)
- STATUTE \_\_\_\_\_
  - ORDINANCE \_\_\_\_\_
  - ADMIN. CODE \_\_\_\_\_
  - X. OTHER Approval \_\_\_\_\_

**6. REQUESTOR OF INFORMATION:**

- A. COMMISSIONER: \_\_\_\_\_
- B. DEPARTMENT: Lee County - Public Works
- C. DIVISION/SECTION: Utilities Division
- BY: Rick Diaz, P.E., Director
- DATE: 9/29/04

**7. BACKGROUND:**

On July 1, 2003, the Lee County Board of Commissioners approved Resolution 03-07-08, Blue Sheet No. 20030669, declaring a limited, temporary, emergency due to the acquisition of the Gulf Utilities System (GES) in South Fort Myers for the purposes of allowing the County to expedite the procurement of vendors and materials needed for certain immediate improvements and equipment needed for the water and wastewater system in the public's interest and the customers' convenience.

On May 11, 2004, the Lee County Board of Commissioners approved the amendment of Lee County Resolution No. 03-07-08, Blue Sheet No. 20040441, adding certain additional Lee County Utilities projects and extending the term of the Resolution to December 31, 2004.

Therefore, Lee County Utilities proceeded with the utilization of the Sarasota County Bid #4744GE Right Hand Drive Light Vehicles for the purchase of three 2005 Right-Handed Jeep Wranglers, (Piggyback), for Lee County Utilities' Meter Readers which were needed due to the growth of LCU's franchise area due to the acquisition of GES, Purchase Order No. 56232.

Funds were available in Account No. OD5360948700.506430  
 Attachments: Purchase Order and Quote

**MANAGEMENT RECOMMENDATIONS:**

**9. RECOMMENDED APPROVAL**

(A) DEPARTMENT DIRECTOR	(B) PURCH. OR CONTRACTS	(C) HUMAN RESOURCES	(D) OTHER	(E) COUNTY ATTORNEY	(F) BUDGET SERVICES				(G) COUNTY MANAGER
					OA	OM	Risk	GC	
<i>J. Lavender</i> Date: 11-4-04	<i>J. Sheehan</i> Date: 11-10-04	N/A		<i>S. Covert</i> Date: 11/2/04	<i>RK #12</i> PM 11/2	<i>APM</i> 11/12	<i>MP</i> 11-12-04	<i>UPM</i> 11/2	<i>J. Lavender</i> Date: 11-4-04

**10. COMMISSION ACTION:**

- \_\_\_\_\_ APPROVED
- \_\_\_\_\_ DENIED
- \_\_\_\_\_ DEFERRED
- \_\_\_\_\_ OTHER

Rec. by CoAtty  
 Date: 11/2/04  
 Time: 2:35

Forwarded to:  
 Co. Admin  
 11/2/04

RECEIVED BY  
 COUNTY ADMIN:  
 11/2/04  
 12:10 am sm  
 COUNTY ADMIN  
 FORWARDED TO:  
 11/2/04  
 11am

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- B. DEPARTMENT: Lee County-Public Works
- C. DIVISION/SECTION: Utilities Division
- BY: Rick Diaz, P.E., Director
- DATE: 9/29/04

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					OA	OM	Risk	GC	
<i>J. Sheehan</i> 11/10/04 <i>J. Sheehan</i> Lavender Date: 11-4-04	<i>J. Sheehan</i> J. Sheehan Date: 11-10-04	N/A Date:	Date:	<i>S. Coovert</i> S. Coovert Date: 11/10/04	<i>RK</i> OA 11/12	<i>MP</i> OM 11/12	<i>MP</i> Risk 11-12-04	<i>MP</i> GC 11/12	<i>J. Sheehan</i> Lavender Date: 11-4-04

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 Time: 9:35

Forwarded to:  
 Co. Admin  
 11/12/04

RECEIVED BY  
 COUNTY ADMIN:  
 11/12/04  
 12:10 am sm  
 COUNTY ADMIN  
 FORWARDED TO:  
 11/12/04  
 11am

# PURCHASE ORDER

Page No.: 1

LEE COUNTY BOARD OF COUNTY COMMISSIONERS  
DIVISION OF PURCHASING  
PO BOX 398  
FORT MYERS, FL 33902 - 0398  
(239) 344-5450 TELEPHONE (239) 344-5460 FAX

BILL TO: LEE COUNTY FINANCE DEPARTMENT  
PO DRAWER 2238  
FORT MYERS, FL 33902-2238  
(239) 335-2300

AN EQUAL OPPORTUNITY AFFIRMATIVE ACTION EMPLOYER

FLORIDA SALES TAX EXEMPTION NO. 46-07-052104-53C

Any person or affiliate as defined by statute who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid or a contract to provide any goods or services to the County; may not submit a bid on a contract with the County for the construction or repair of a public building or a public work; may not submit bids or leases of real property to the County; may not be awarded or perform work as a contractor, supplier, subcontractor, or a consultant under a contract with the County; and may not transact business with the County in excess of \$25,000 for a period of 36 months from the date of being placed on the convicted vendor list.

VENDOR: 308265

DOUGLAS JEEP POLARIS  
GREG DOUGLAS  
2382 S TAMiami TRAIL  
VENICE, FL 34293

SHIP TO: FLEET MANAGEMENT - ADMINISTRATION  
ADMINISTRATION  
2955 VAN BUREN STREET  
FT MYERS, FL 33916

BUSINESS PHONE: 941 484 8300  
FAX NUMBER: 941 497 7081

REQUISITIONER: BAMMERJM  
BUYER: ARMBRUPL

P.O. NO.: 56232

ORDER DATE: 6/8/2004  
DELIVERY DATE: 6/8/2004  
INSTRUCTIONS:

FREIGHT TERMS: FOB - OUR LOCATION  
CONFIRM TO:

QUOTE/CONTRACT NO.: EE030630  
BRANCH/PLANT : FLEETOP

TERMS AND CONDITIONS ARE AS AGREED UPON BY BOTH PARTIES.

FOR UTILITIES CUSTOMER SERVICE

ADDITION TO FLEET

BLUE SHEET: 20030669

BOARD DATE: 7-1-03

RESOLUTION EXPIRES 6-30-04

PIGGY BACK OFF OF SARASOTA COUNTY'S BID 4744GE

TO PURCHASE THREE RIGHT HAND DRIVERS JEEPS FOR METER READINGS.

2005 JEEP WRANGLER SPORT (RHD), MODEL - TJUH77, 4WD, (3) \$19,066.24

HARD TOP, 2-DOOR, 4.0 LITER 6-CYL ENGINE, 4-SPEED AUTOMATIC  
TRANSMISSION, CUSTOMER PERFERRED PKG 24D, CONVENIENCE  
GROUP ADC, A/C HAA, HEAVY DUTY AXLE DANA-44 (DRK), 3.73 AXLE  
RATIO (DME), DEEP TINTED GLASS-SPORT RHD (GCD), GRAY DARK  
SLATE CLOTH BUCKET SEATS (P5DV), P215/75R15 ALL TERRAIN  
TIRES, SPARE TIRE (TBB), STONE WHITE EXTERIOR PAINT (6W7),  
AND DARK SLATE GRAY INTERIOR.

ALL (3) JEEPS WILL COME WITH:

THREE COMPLETE SETS OF KEYS

ONE COMPLETE SET OF MANUALS TO INCLUDE: POWER TRAIN,

DRIVE TRAIN, BODY & CHASSIS, ELECTRICAL, VACUUM,

EMISSION CONTROLS, AND WIRING DIAGRAMS

TOTAL COST \$57,198.72

WARRANTIES:

STANDARD 3-YEARS/36,000 MILES

DELIVERY 90-120 DAYS

CONTACT PERSON: PETER McIVERS 941-484-8300 FAX 941-497-7081

FLEET SPEC# 04-178, 04-179 AND 04-180

**PURCHASING AUTHORIZATION: JANET K. SHEEHAN**

# PURCHASE ORDER

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DIVISION OF PURCHASING  
PO BOX 398  
FORT MYERS, FL 33902 - 0398  
(239) 344-5450 TELEPHONE (239) 344-5460 FAX

BILL TO: LEE COUNTY FINANCE DEPARTMENT  
PO DRAWER 2238  
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**P.O. NO.:** **56232**

Line	Rev	Item	Description/Account	Ordered	UOM	Unit Price	Extended Price	Req. No.	Type
1.000	0	7042	UTILITY VEHICLE, ALL TYPES UTIL. CUST SERV 04-178, 04-179, OD5360948700.506430		EA	.0000	57,198.72	00451877	OR

**Total Order: 57,198.72**

**PURCHASING AUTHORIZATION: JANET K. SHEEHAN**

# MATERIAL REQUEST FORM

Non-Surcharge

PIGGY BACK -

Sarasota County

Bid #4744GE

BOARD DATE: 7/1/2004  
Blue Sheet #: 20030669

R.P.O. # \_\_\_\_\_

PO# \_\_\_\_\_

VENDOR: Douglas Jeep Inc.  
2382 South Tamiami Trail  
Venice, FL 34293

VENDOR # \_\_\_\_\_

ORDER CONFIRMED BY: Peter McIvers

PHONE # 941-484-8300

DELIVERY: 90-120 days

FAX # 941-497-7081

REPLACES: ASSET #	NEW	DEPT #	UT CUSTSVC - Utilities - Customer Service
REPLACES: ASSET #	NEW	DEPT #	UT CUSTSVC - Utilities - Customer Service
REPLACES: ASSET #	NEW	DEPT #	UT CUSTSVC - Utilities - Customer Service

REGISTRATION, TITLE, AND TAGS BEING PAID FOR BY:

Lee County

ACCOUNT STRING:

OD5360948700.506430

FLEET MANAGEMENT SPEC #	04-178 04-179, 04-180	QTY:	UNIT PRICE
This PO is opened for Utilities to purchase three right hand drivers Jeeps for meter readings. This purchase order is a piggy back off of Sarasota County's bid # 4744GE.			
2005 Jeep Wrangler Sport (RHD), model - TJUH77, 4WD, hard top, 2-door, 4.0 liter 6-cyl engine, 4-spped automatic transmission, customer preferred package 24D, convenience group ADC, air conditioning HAA, heavy duty axle Dana-44 (DRK), 3.73 axle ratio (DME), deep tinted glass-sport RHD (GCD), gray dark slate cloth bucket seats (P5DV), P215/75R15 all terrain tires, spare tire (TBB), Stone white exterior paint (6W7), and dark slate gray interior.		3	\$ 19,066.24
All three Jeeps will come with three complete sets of keys.			
One complete set of manuals to include: power train, drive train, body & chassis, electrical, vacuum, emission controls, and wiring diagrams.			
<b>Warranties.</b>			
Standard 3-years or 36,000 mile warranty.			
<b>Subtotal for all options:</b>		=	\$ 57,198.72
		-	\$ -
<b>TOTAL AMOUNT OF PURCHASE ORDER:</b>		=	<b>\$ 57,198.72</b>

APPROVED

BY: Danny Brashear  
Operations Manager



DATE: 06/01/04



DIVISION OF  
FLEET MANAGEMENT

**To:** Marilyn Rawlings, Fleet Manager  
**From:** Danny Brashear, Operations Manager *DB*  
**Date:** 06/01/2004  
**Re:** Jeep Wranglers

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*Marilyn,*

*This purchase is for Utilities to purchase three Jeep Wranglers. We can piggyback Sarasota County's bid # 4744GE. There is not a State or Sheriff's Contract that covers these Jeeps. Rick Diaz asked me to look into these Jeeps and let his people know. Sarasota County just received their first order and Utilities sent a crew up to inspect them. They are pleased with the Jeeps and would like to purchase three as a test.*

*These Jeeps are right hand steering and would workout good for the meter readers. If they do work out, I would assume that Utilities would replace the Ford Rangers with these Jeeps. We missed the cut off to order the 2004 but the salesman, Peter McIvers, tells me that the 2005 would be the same price.*

*If you have any questions, please let me know.  
Thank you.  
DRB.*

*DRB  
If you need  
my Jeep speedometer,  
it's in Stuart's office  
DR*



**SARASOTA COUNTY GOVERNMENT**  
**Bid #4744GE**  
**Right Hand Drive Light Vehicles**

**SARASOTA COUNTY GOVERNMENT  
INVITATION FOR BIDS**

Sarasota County Government will receive sealed bids on the date indicated below for the purpose of selecting a supplier for the following products.

**BID NUMBER: 4744GE**

**BID TITLE: Right Hand Drive Light Vehicles**

**BID SUBMITTAL/OPENING DATE & TIME: 4/28/2004, 2:30 p.m.**

**BID OPENING LOCATION: Third Floor Conference Room  
Sarasota County Administration Center  
1660 Ringling Blvd.  
Sarasota, FL 34236**

**PRE-BID CONFERENCE: NO**

Specifications and bid documents are available by calling DemandStar at (800) 711-1712 or by their Internet address at [www.demandstar.com](http://www.demandstar.com).

**QUESTIONS:** Requests for additional information or clarification must be sent via Facsimile to (914) 861-5171 Attn: George Earnest. No verbal requests will be honored.

**SPECIAL NOTE: Bids must be submitted in triplicate in a sealed envelope marked "SEALED BIDS FOR, Bid #4744GE Right Hand Drive Light Vehicles" and delivered to Sarasota County Purchasing, 3<sup>rd</sup> Floor County Administration Center, 1660 Ringling Blvd., Sarasota, FL., 34236.**

The County assumes no responsibility for bids received after the bid submittal time or at any location other than that specified, no matter what the reason. Late bids will be held **unopened** and **will not** be considered for award.

PUBLISH: 4/9/2004

OPEN: 4/28/2004



## INSTRUCTIONS, TERMS AND CONDITIONS ANNUAL BIDS

### 1. PURPOSE

The County intends to award a firm fixed-price contract for a one -year period. There will be an option to extend an annual bid contract for two each additional one-year periods, adhering to the original bid terms and conditions. These extensions will be contingent upon approval of both the County and the contractor at the time of extension.

### 2. CONTRACT FORMS

Any agreement, contract, or Purchase Order resulting from the acceptance of a bid shall be on forms either supplied by or approved by the County.

### 3. BID DELIVERY REQUIREMENTS

Any bids received after the stated time and date will not be considered. It shall be the sole responsibility of the bidder to have their bid delivered to the Sarasota County Asset Management Office for receipt on or before the stated time and date. If a bid is sent by U.S. Mail, the bidder shall be responsible for its timely delivery to the Asset Management Office. Bids delayed by mail shall not be considered, shall not be opened at the public opening, and arrangements shall be made for their return at the bidder's request and expense.

### 4. CLARIFICATION & ADDENDA

Each bidder shall examine all Invitation for Bid documents and shall judge all matters relating to the adequacy and accuracy of such documents. Any inquiries, suggestions or requests concerning interpretation, clarification or additional information pertaining to the Invitation for Bid shall be made through the Sarasota County Asset Management Office and must be received at least seven (7) calendar days prior to Bid opening.

The County shall not be responsible for oral interpretations given by any County employee, representative, or others. The issuance of a written addendum is the only official method whereby interpretation, clarification or additional information can be given. If any addenda are issued to this Invitation for Bid, the County will attempt to notify all prospective bidders who have secured same; however, it shall be the responsibility of each bidder, prior to submitting their bid, to contact the Sarasota County Asset Management Office to determine if addenda were issued and to make such addenda a part of their bid.

For information or questions concerning this bid, contact Sarasota County Asset Management, 1660 Ringling Blvd., Sarasota, Florida, 34236. Phone (941) 861-5266. After the issuance of the Invitation For Bid, prospective bidders or any agent, representative or person acting at the request of such bidder or proposer shall not contact, communicate with or discuss any matter relating in any way to the Bid with any officer, agent or employee of Sarasota County other than the Purchasing Official or his designee. This prohibition begins with the issuance of any Invitation For Bid, and ends upon execution of the final contract or when the invitation or request has been canceled. Violation of this prohibition may result in the bidder being considered non-responsible and their bid rejected.

### 5. SEALED & MARKED

Three signed copies of your bid shall be submitted in one sealed package, clearly marked on the outside with your Company name and "Sealed Bid #4744GE Right Hand Drive Light Vehicles" to:

Sarasota County Asset Management Office  
1660 Ringling Boulevard, 3rd Floor  
Sarasota, Florida 34236

**6. BID EXPENSES**

Bidders shall bear all costs and expenses incurred with developing, preparing, and submitting Bids

**7. IRREVOCABLE OFFER**

Any bid may be withdrawn up until the date and time set for opening of the bid. Any bid not so withdrawn shall, upon opening, constitute an irrevocable offer for a period of 120 days to sell to Sarasota County the goods or services set forth in the attached specifications.

**8. RESERVED RIGHTS**

The County reserves the right to accept or reject any or all bids, to waive irregularities and technicalities, and to request resubmission. Also, the County reserves the right to accept all or any part of the bid and to increase or decrease quantities to meet additional or reduced requirements of the County. Any sole response received by the first submission date may or may not be rejected by the County depending on available competition and current needs of the County. The County reserves the right to waive or accept minor irregularities when, in the sole opinion of the County, such waiver or acceptance is deemed to be in the best interest of the County.

To be responsive, a bidder shall submit a bid which conforms in all material respects to the requirements set forth in the Invitation for Bid. To be a responsible bidder, the bidder shall have the capability in all respects to perform fully the contract requirements, and the tenacity, perseverance, experience, integrity, reliability, capacity, facilities, equipment, and credit which will assure good faith performance. Also, the County reserves the right to make such investigation as it deems necessary to determine the ability of any bidder to deliver the goods or service requested. Information the County deems necessary to make this determination shall be provided by the bidder. Such information may include, but shall not be limited to: current financial statements, verification of availability of equipment and personnel, and past performance records.

Bidders are required to bid their prices on the bid forms supplied by the County in the bid document. Bids, at the sole discretion of the County, may be deemed non-responsive if these bid forms are not used and duly signed by an authorized representative of the bidder.

Unless otherwise stated in this Bid specification, any contracts resulting from this Annual Bid are non-exclusive. The County reserves the right, in its sole opinion, to purchase items listed in this bid through the State of Florida Contracts. The County reserves the right to solicit separate bids for requirements that are a portion of a larger contract bid as a whole. Additionally, at the County's sole option, additional contracts may be entered into as a result of such situations as unusual volumes, time/delivery requirements, special requirements, other brands, lease, project specific requirements, or similar situations. After award of this bid the County reserves the right to add or delete items/services at prices to be negotiated at the time of addition or deletion. At contract renewal time(s) or in the event of significant industry wide market changes, the County may negotiate justified adjustments such as price, terms, etc., to this contract when the County, in its sole judgement, considers such adjustments to be in the best interest of the County.

**9. APPLICABLE LAWS**

Bidder must be authorized to transact business in the State of Florida. All applicable laws and regulations of the State of Florida and ordinances and regulations of Sarasota County will apply to any resulting agreement.

Any involvement with Sarasota County shall be in accordance with Sarasota County Procurement Code Ordinance 2003-084as. It shall be the responsibility of the bidder to assure compliance with any OSHA, EPA and/or other Federal or State of Florida rules, regulations or other requirements, as each may apply. All work shall comply with Sarasota County codes and regulations.

**10. TAXES**

Sarasota County is exempt from Federal Excise and State Sales Taxes (Department of Revenue Certification No. 68-06-043582-53C); therefore, the vendor is prohibited from delineating a separate line item in his bid for any sales or service taxes. Nothing herein shall affect the vendor's normal tax liability. The County reserves the right, at the County's sole option, to utilize the Sarasota County Purchasing Direct Purchase Order System and to issue Direct Purchase Orders for applicable supplies and equipment to be utilized in this project.

**11. MATHEMATICAL ERRORS**

In the event of multiplication/extension error(s), the unit price shall prevail. In the event of addition error(s) the extension totals will prevail. Written prices shall prevail over figures. All bids shall be reviewed mathematically and corrected, if necessary, using these standards, prior to additional evaluation.

**12. QUALITY GUARANTEE**

Unless otherwise specifically provided in the specifications, all equipment, materials and articles incorporated in the work covered by this contract shall be new and of the most suitable grade for the purpose intended. Unless otherwise specifically provided in the specifications, reference to any equipment, material, article or patented process, by trade name, brand name, make or catalog number, shall be regarded as establishing a standard of quality and shall not be construed as limiting competition. If a bidder wishes to make a substitution in the specifications, the bidder shall furnish to the County the name of the manufacturer, the model number, and other identifying data and information necessary to aid the County in evaluating the substitution. Any such substitution shall be subject to County approval. Substitutions shall be approved only if determined by the County to be equivalent to the prescribed specifications.

A bid containing a substitution is subject to disqualification if the substitution is not approved by the County.

Items bid must be identified by brand name, number, manufacturer and model, and shall include full descriptive information, brochures, and appropriate attachments.

If any product/service delivered does not meet performance representations or other quality assurance representations as published by manufacturers, producers or distributors of such products or the specifications listed in this bid, the vendor shall pick up the product from the County at no expense to the County. The County reserves the right to reject any or all materials if, in its judgment, the item reflects unsatisfactory workmanship or manufacturing or shipping damage. Also, the vendor shall refund to Sarasota County any money which has been paid for same.

**13. PUBLIC ENTITY CRIMES**

In accordance with Section 287.133, Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases or real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 for Category Two for a period of 36 months from the date of being placed on the convicted vendor list.

**14. ROYALTIES AND PATENTS**

The vendor shall pay all royalties and license fees for equipment or processes in conjunction with the equipment and/or services he is furnishing. Vendor shall defend all suits or claims for infringement of any patent, trademark or copyright, and shall save the County harmless from loss on account thereof, including costs and attorney's fees.

15. EQUAL EMPLOYMENT OPPORTUNITY

Sarasota County will affirmatively ensure that minority business enterprises will be afforded full opportunity to submit bids in response to this Invitation for Bid and will not be discriminated against on the grounds of race, color, sex, religion, disability or national origin in consideration for an award.

16. PURCHASING COOPERATIVE

Through a cooperative purchasing agreement, the cities of Longboat Key, Bradenton, North Port, City of Palmetto, Venice, and Sarasota, the Sarasota County School Board, Sarasota/Bradenton Airport Authority, and Sarasota Memorial Hospital may procure against Sarasota County contracts.

17. DELIVERY

Unless otherwise specified, all prices are to be FOB-delivered prices, to any location in the County. Should a bid call for delivery to either north or south County alone, with separate bid prices, the dividing line is Blackburn Point Road, between Laurel and Osprey, Florida.

18. PRE-BID CONFERENCE

Failure to attend a mandatory pre-bid conference will result in your bid being considered non-responsive.

19. FUNDING

This bid is subject to the appropriation of funds in an amount sufficient to allow continuation of the County's performance in accordance with the terms and conditions of this bid for each and every fiscal year in which this bid was executed and entered into. The County shall provide prompt written notice to the vendor that sufficient funds have not been appropriated to continue its full and faithful performance under the terms of this bid, and shall, effective thirty days after giving such notice or upon the expiration of the time for which funds were appropriated, whichever occurs first, be thereafter released of all further obligations in any way related to the bid.

20. TRAVEL EXPENSE

Travel expenses will be reimbursed in accordance with Section 112.061, Florida Statutes, whether or not the resulting contract provides for a different method.

21. PUBLIC RECORDS

Bidder acknowledges that all information contained within its bid is part of the public domain, as defined by the State of Florida, Government in the Sunshine Laws, and Public Records Laws. No information should be labeled confidential unless exempted under said laws.

22. INVOICING

All invoices must be mailed or delivered to the Sarasota County Finance Department, P.O. Box 8, Sarasota, FL 34230-0008. Invoices must contain the Purchase Order number, required identification information, and reflect the Contract prices, terms, and conditions. Invoices containing deviations or omissions will be returned to the vendor for correction and resubmission. Vendors shall not perform any service or provide products until they have been issued a Purchase Order number.

23. PURCHASING CARDS

The County reserves the right to pay for purchases made under this annual agreement through its Purchasing Card Program which utilizes VISA credit cards.

24. TIME EXTENSION

The County may extend this Contract up to ninety (90) days beyond the expiration date of the existing contract. The price in effect on the last day of the contract shall remain in effect for the contract extension period. Additional extensions shall be subject to agreement of both parties.

## GENERAL TERMS AND CONDITIONS

Bid #4744GE

Right Hand Drive Light Vehicles

### **B.01**      **GENERAL PROVISIONS**

Bids are solicited for the purpose of selecting a Vendor to furnish and deliver Right Hand Drive vehicles to the County. Vehicles proposed must be fully assembled by the Original Equipment Manufacturer. **Aftermarket conversions will not be accepted.** The County intends (but makes no promise) to purchase three units in Fiscal Year 2004.

### **B.02**      **ASSIGNMENT**

The Contractor shall not transfer or make any assignment of the resulting contractual agreements between parties, in whole or in part, without the prior written authorization of the Purchasing Manager.

### **B.03**      **GOVERNMENT RESTRICTIONS**

In the event any governmental restrictions may be imposed which would necessitate alteration of the performance of the services offered on this bid prior to their being completed, it shall be the responsibility of the successful bidder to notify the County at once, indicating in his letter the specific regulation which requires alteration. The Board of County Commissioners reserves the right to accept any such alteration, including any price adjustments occasioned thereby, or to cancel the contract at no further expense to the County.

### **B.04**      **TERMINATION**

This agreement may be terminated for convenience by Sarasota County by giving written notice to the other party. The County reserves the right to cancel if it is determined that any part of the agreement is not being performed properly, or if the problem is not satisfactorily resolved within ten (10) days of notification.

### **B.05**      **BID CHECK LIST**

The following is a list of items required in the submission of this bid. Bids must be sealed and submitted in triplicate plainly marked on the outside with the bid number and title.

- Three signed copies of the bid form and a copy of any Addenda if issued.
- Original Equipment Manufacturer documents establishing the current lease terms, including residual factors, standard lease rate (money) factors, excessive mileage factors and insurance requirements.
- List of current government, fleet, and retail incentives.

### **B.06**      **BID AWARD**

Award will be made to the responsive and responsible bidder with the lowest Percentage Dealer Markup.

## **SPECIFIC TERMS AND CONDITIONS**

Bid #4744GE

Right Hand Drive Light Vehicles

### **C.01      PURPOSE**

- 1) Sarasota County is soliciting a vendor to furnish and deliver vehicles to the County. Vehicles proposed must be fully assembled by the Original Equipment Manufacture – after market conversions will not be accepted. Vehicles must meet all Federal Motor Vehicle Standards and EPA Standards.
- 2) As a result of this bid, the County will be able to purchase vehicles offered to the general public, current and future with pricing based on the OEM's Dealer Net (Fleet) invoice with adjustments for applicable Government, Fleet, and Retail concessions, plus a fixed Percentage Dealer Markup as outlined in this bid.
- 3) The vendor will be responsible for obtaining Fleet ordering status for the County.

### **C.02      DEFINITIONS**

- 1) "Vendor":  
The term "Vendor" shall mean the firm to whom a bid award is made to furnish vehicles, parts, products, or services specified in this Bid. The Vendor shall be an OEM ("Original Equipment Manufacturer") authorized distributor in good standing.
- 2) "Factory Installed":  
The term "factory installed" is used to identify components that shall be installed or provided by the Original Equipment Manufacturer for installation at final assembly, and may not be installed by Vendor. Non Original Equipment Manufacturer (OEM) supplied parts and components ordered as parts and installed by the dealer, or a Vendor, do not meet the requirements of "Factory Installed" and will not be accepted by the County.
- 3) OEM:  
The term "OEM" used throughout the specification shall mean the Original Equipment Manufacturer that assembles the product(s) supplied by the Vendor.
- 4) Original Equipment Manufacturer's (OEM) Dealer Net Invoice:  
The terms "Original Equipment Manufacturer's" or OEM Dealer Net invoice shall mean a statement prepared by Original Equipment Manufacturer detailing the cost of the vehicle. This invoice shall be the OEM's standard invoice and shall not include charges for dealer holdback, Floor Plan (Financing), National advertising adjustments (CMA) or Regional advertising Adjustments.

- 5) **Vendor's Invoice:**  
The term "Vendor's Invoice" shall mean a statement prepared by the Vendor detailing the total cost of the vehicle, part, or service to the County.
- 6) **Certified Copy:**  
The term "Certified Copy" is used to identify a document(s) certified by a Notary Public to be a true copy of the original.
- 7) **Dealer Holdback:**  
Money held by the manufacturer to be refunded to dealer at a date after the sale of vehicle.
- 8) **National Advertising:**  
National Advertising is an assessment added to the invoice for national advertising of the vehicle. Example: FDAF for Ford, CMA for Chrysler.
- 9) **Dealer Advertising:**  
"Dealer Advertising" is a district standard cost to promote the sale of the vehicles. Normally not included in the Dealer Net Invoice.
- 10) **Financing Costs for Dealer Account:**  
"Financing Cost for Dealer Account" (Floor Plan) is an estimate of the cost to maintain the vehicle in the dealer's inventory for the average sales period.
- 11) **PEP Package Discount:**  
"PEP Package Discount" is a reduction in the vehicle cost, when a standard grouping of optional equipment is ordered, in lieu of selecting individual optional equipment.
- 12) **Government Discount:**  
Government discount is a price reduction issued by Original Equipment Manufacturer to Government agencies. Discounts are issued based on vehicle model year and body type. For purposes of this bid, Government discounts shall include price concessions issued for the State of Florida, Florida Sheriff's Associations or any bid concession issued to a government agency within the State of Florida.
- 13) **Fleet Discount:**  
Fleet Discount is a price reduction issued by Original Equipment Manufacturer to agencies that have an approved Fleet Account. Discounts are issued based on vehicle model type code.
- 14) **Percentage Dealer Markup:**  
The amount that a dealer charges (expressed as a percentage) over the actual cost of the vehicle or product to the dealer, for preparation and profit.

- 15) **Commercial Discount:**  
Commercial Discount is a price reduction issued by Original Equipment Manufacturer to commercial business.
- 16) **Order Acceptance:**  
The product delivered must comply with the terms herein, be fully in compliance with the bid specifications and the resulting purchase order. For purposes of this Bid the "acceptance date" will be the date the vehicle has met the terms and conditions of the bid and purchase order and may not be the date the vehicle is delivered to the County.

**C.03**      **REPORTS**

- 1) The County will provide the vendor with the following documents.
  - A copy of the purchase order will be faxed by County Purchasing to the Vendor to expedite the ordering process.
  - An original purchase order will be mailed to the Vendor's appointed County account manager or agent.
  - Fleet Acquisition will fax a "Request for Acknowledgement Form" to the vendor.
- 2) The Vendor shall provide Order Confirmation:
  - The Vendor shall return the completed Request for Acknowledgement Form within 24 hours.
  - The Vendor will provide a copy of the OEM order, or County approved substitute with the Acknowledgement Form.
  - Failure to acknowledge receipt of a purchase order shall be considered acceptance by default and the Vendor will be held responsible for delivering the vehicle as ordered. Failure of vendor to return the Request for Acknowledge Form and/or provide the Order form may constitute breach of the contract.
- 3) **Concessions:**
  - The Vendor shall notify Fleet Acquisition personnel in writing via FAX or U. S. mail of all Government, Fleet, Commercial and/or Retail concessions. In lieu of providing reports, the Vendor may arrange for Internet access to all or part of this information.
- 4) **Information Requests:**
  - The vendor shall respond to all requests for information by the County within 48 hours.



- 5) Status Reports:
- Original Equipment Manufacturer or the Vendor shall provide monthly status reports on all open orders. In lieu of providing reports, the Vendor may arrange Internet access to the order status.

**C.04 DELIVERY**

- 1) Deliveries must be made between the hours of 8:00 A.M. and 3:00 PM with a 24-hour notice to the County to insure a person authorized to process the delivery is available.
- 2) The vehicles, parts, and or materials(s) delivered shall remain the property of the Seller until a post delivery physical inspection and a test of the equipment is made.
- 3) The Vendor shall provide the following items at the time of delivery:
  - a) Original Dealer Invoice with the following information.
    - Purchase order Number,
    - Invoice number,
    - Complete description of the product, including make (OEM), model, model year,
    - Identification or serial number(s),
    - OEM invoice's Total (cost of) vehicle/options/other charges,
    - Dealer adjustment (markup/discount) - as dollars & cents as applied to vehicle cost,
    - Financing cost for the dealer account,
    - Itemized list and cost of additional adjustment, (i.e. Extended warranty, after market add on,
    - Total cost.
  - b) Certified copy of the OEM Dealer Net invoice.
  - c) Certified copy of subcontractor's invoice, i.e. after market add on,
  - d) Copy of the County Purchase Order.
  - e) Manufacturer's Statement of Origin.
  - f) Application for certification of title and registration (completed).
  - g) Certification of motor vehicle sales tax exemption.
  - h) Window sticker, detailing Manufacturer's suggested retail price.
  - i) Vehicle keys (3 sets) and key numbers.
  - j) Operator's manual.

**C.05      EARLY PAYMENT - FINANCE (FLOOR PLAN) CHARGES**

- 1) For payments made within 1 to 9 calendar days after the Acceptance Date - financing charge will not be paid to the Vendor.
- 2) For payments made within 10 to 15 calendar days after the Acceptance Date - 50 percent of the financing charge may be paid to the Vendor.
- 3) For payments made within 15 to 45 calendar days after the Acceptance Date - 100 percent of financing charge may be paid to the Vendor.
- 4) Financing Charges shall be separated from the OEM's invoice cost on the Vendor's Invoice.

**C.06      QUALITY**

- 1) The Vendor shall ensure that the vehicle delivered is complete, ready for use, and in good working order prior to delivery. Sarasota County will not be the vendor's quality control inspector.
- 2) Each vehicle must be detailed inside and out, inspected for damage or missing items, checked for proper function of all systems and all necessary defects repaired before delivery.
- 3) Deliveries that do not include the required forms and publications will not be accepted.
- 4) The vehicle shall be free of all advertising except those installed by the Original Equipment Manufacturer. No Dealer emblems or advertising.
- 5) The product delivered must comply with the bid terms herein, being fully in compliance with the specifications, the resulting purchase order.
- 6) Only after being accepted by the County will authorization to process payment be issued.
- 7) The County will notify the Dealer by e-mail or fax within 24 hours concerning any defects that may delay acceptance by the County.

- 8) In the event the vehicle supplied to the County is found to be defective or does not conform to terms or specifications of this bid, or the resulting purchase order, the County reserves the right to:
- a. Deduct \$100 from the dealer's invoice for each time the County is required to notify the dealer of defects that should have been discovered during predelivery inspection, and
  - b. Require the Vendor (at the Vendor's expense) to pickup the vehicle within 24 hours of notification, make the vehicle comply with the quality standards, bid specification and/or purchase order within 5 calendar days and redeliver the vehicle, or
  - c. Require the Vendor (at the Vendor's expense) to return the vehicle to their stock, reorder vehicle to comply with the bid specification. Any and all increase in cost due to this error shall be at the Vendor's expense, or
  - d. Cancel the order upon written notice to the Vendor and return the product to the Vendor at the Vendor's expense.

**C.07**      **NEW VEHICLES - Ordered from Factory**

Due to the extended bid term, the Vendor and the County must have the ability to process the cost adjustments made by the Original Equipment Manufacturer for model year changes, pricing level changes, current marketing incentives and current fleet or government discounts during the terms of the resulting Bid Award.

- 1) For purposes of this bid the price of new vehicles will be indexed on the Original Equipment Manufacturer's Dealer Net (Fleet) Invoice (a constant for all regional dealerships).
- 2) A certified copy of the OEM's Dealer's Net (Fleet) invoice must be provided with each vehicle when delivered.
- 3) The Vendor must provide a single bid in the form of a Percentage Dealer Markup (X %) that shall be applied to the OEM Dealer Net invoice's total (cost of) vehicle/options/other charges (as detailed on OEM Dealer Net invoice. This Percentage Dealer Markup must be applied to all models of vehicles equally.
- 4) Total cost of a new vehicle to the County shall be equal to:
  - a. The OEM Dealer Net (Fleet) invoice's Total (cost of) vehicle/options/other charges,
  - b. Minus (-) early payment discounts as outlined in C.05 of this bid,
  - c. Plus (+) the cost of additional after market options, and other charges specifically identified .
  - d. Plus, the % Dealer Markup applied as a calculated factor of the sum of items.

**C.08**

**OEM DEALER NET INVOICE**

1. The Original Equipment Manufacturer Dealer Net (Fleet) invoice provided with each vehicle shall be established by current Original Equipment Manufacturer's national and regional pricing structure as follows:
  - a. For orders that use government concessions, the pricing level shall be established (price level protected) at the time of the government contract is awarded.
  - b. For orders using discounts other than government concessions, the pricing level shall be established (price level protected) at the time the order is placed and accepted in the dealer's ordering computer. A copy of the print out shall be faxed to the County as an indication of order acceptance.
  - c. The County shall be entitled to all government or commercial, or fleet discount, retail incentives, retail dealer or PEP package incentives, and factory rebates that may be available as national or regional adjustments at the time of delivery.
  - d. Documentation explaining and updating price adjustment must be provided directly from the Manufacturer's General Fleet Office or Regional Office.
  - e. Prior to ordering each new vehicle, the Vendor shall review the purchase order and inform the County of changes that would provide the best combinations of, equipment, discounts, incentives and rebates to supply the vehicle to the County at the lowest possible cost.
  - f. Failure to provide pricing discounts shall result in termination of this bid and the County will pursue all legal means to collect all discounts the County was entitled to receive.
  
3. Factors that may not be included in the OEM Dealer Net Invoice:
  - a. Holdback
  - b. National Advertising assessments
  - c. Regional Advertising assessments
  - d. Financing (Floor Plan)
  - e. Dealer assessments.

4. Factors that shall be included on the OEM Dealer Net invoice:
  - a. Description of vehicle,
  - b. Government or Fleet discounts,
  - c. Line item description with order codes,
  - d. PEP Package and retail incentives,
  - e. Price level,
  - f. Factory Gas,
  - g. Fleet incentives,
  - h. Destination & Delivery,
  - i. Suggested Retail Price and Dealer Net price.
  - j. OEM invoice's Total (cost of) vehicle/options/other charges, (including item #M)

**C.09**      **NEW VEHICLE INVOICE ADJUSTMENT FACTORS**

1. The Vendor shall include the following items and services within the Percentage Dealer Markup to the OEM Invoice. Items and services are required, at no additional cost to the County, when the vehicle is delivered:
  - a. Inspected for defect, and repairs made,
  - b. Checked for full fluid levels,
  - c. Cleaned and detailed,
  - d. Fully filled with fuel,
  - e. Provided with an installed front license plate holder,
  - f. Provided with three sets of keys.

**C.10**      **AFTER MARKET ADDITIONS**

1. The County reserves the right to require the Vendor, after mutual written agreement between the County and Vendor to coordinate the installation of after market additions (window vents, trailer hitches, interior partitions, storage systems, light bars, warning lights, and other related items).
2. The County will negotiate with the dealer and outside vendors to establish the cost of the add-on components.
3. The cost of all after-market additions will be at the County's negotiated cost.
4. The Vendor shall list all after-market additions separately by item on the invoice and provide a copy of the parts supplier invoice.
5. The County reserves the right to purchase after-market additions directly from sources other than the Vendor.

**C.11**      **FLEET SERVICE PUBLICATIONS**

1. The Vendor shall provide the County with the ability to obtain Fleet Service Publications and updates. When and if there is a charge from OEM to the Vendor, the County will reimburse the Vendor, at the Vendor's cost plus the Percentage Dealer Markup. A copy of the OEM's billing statement to the Vendor must be provided.
2. Publications or updates purchased must be for the sole purpose of providing information for the County and may not include the cost of materials or systems purchased for or required by OEM of the dealership, then shared by the County. Wherever possible items that may be shared shall be made available to the County for duplication.
3. Examples of publications currently used:
  - Complete sets of Technical (Shop) Maintenance Manuals for each model of vehicle purchased during the year.
  - Manuals shall cover Power train, Drive train, Body & Chassis, Electrical, Vacuum, Diesel Supplements, Emission controls,
  - Wiring diagrams,
  - Complete sets of Technical Service program binders, bulletins and indexes.

**C.12**      **WARRANTY**

1. The Vendor shall provide the standard OEM warranty with each new vehicle purchased;
2. The County reserves the right to purchase OEM Extended Warranty policies at the minimum cost established by the State Insurance Commission. The cost of the warranty shall not be added to the vehicle's cost before the Vendor's adjustment Percentage Dealer Markup is applied (no markup) and must be listed separately on the Vendor's invoice.

**C.13**      **TRAINING**

1. The Vendor shall arrange a minimum of 40 hours per year of class room training for Sarasota County's Technicians and Staff personnel at OEM marketing Seminars, OEM Regional Training Center, Dealership's video learning system or from OEM on-line training system.
2. When and if there is a charge from OEM to the Vendor, the County will reimburse the Vendor, at cost (no markup shall be applied). This expense must be for the sole purpose of providing training to a County Employee and may not include the cost of training materials or systems purchased for or required by OEM of the dealership, then shared by the County.

3. A copy of the OEM's billing statement to the Vendor must be provided. Each training session shall be invoiced separately.
4. The County will pay the cost of transportation and lodging for its employees.
5. A minimum of 24 hours, annually, of on-site training to Sarasota County staff employees shall be provided by a representative of the Vendor at the County's facility at no additional cost to the County.

**C.14**      **SPECIALTY TOOLS**

1. The County reserves the option to purchase any specialty tool, diagnostic connectors software, or electronic diagnostic computer that may be necessary to maintain and repair vehicles purchased through the Original Equipment Manufacturer.
2. The County will pay the OEM invoice billing to the Vendor plus the Percentage Dealer Markup.

**C.15**      **AFTER SALES SERVICE/SUPPORT**

It is imperative that the Vendor has the ability to provide timely after sale service and parts as well as the ability to arrange on site technical assistance directly from the Original Equipment Manufacturer. The Vendor must be able to meet the following requirements.

1. The Vendor, or an authorized representative of the Vendor, must have a parts distribution center and repair facility within 100 miles of the Fleet Maintenance address.
2. The Vendor shall provide the address and contact for ordering vehicles, parts and arranging warranty repairs.

**C.16**      **ACCOUNT MANAGEMENT**

1. Within (7) seven calendar days of Bid Award, the Vendor shall provide the County with the following information:
  - a. Name and Title of the Dealer's primary account representative.
  - b. Name and Title of the Dealer's secondary account representative.
  - c. Phone numbers or cell phone number of the account representatives.
  - d. Fax numbers or cell phone number of the account representatives.
  - e. Email address of the account representatives.

- 2) The primary dealer representative shall be responsible for maintaining control of all purchase orders, invoice issues, delivery information, Dealer to OEM ordering, reports, notification of Concessions and any other follow up responsibilities as required to manage the account. The secondary agent shall be knowledgeable about the County's account and shall be able to assist during absence of the primary dealer representative.



**BID FORM**  
Bid #4744GE  
Right Hand Drive Light Vehicles

The undersigned certifies that they shall furnish labor, materials and equipment in accordance with the Bid Specifications and Instructions to Bidders at the prices listed on this Bid Form.

ITEM:

1. Percentage Dealer Markup adjustment factor \_\_\_\_\_ %

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE & ZIP: \_\_\_\_\_

AUTHORIZED SIGNATURE & TITLE: \_\_\_\_\_

PRINTED SIGNATURE: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

FEIN OR SOCIAL SECURITY NUMBER: \_\_\_\_\_

DATE: \_\_\_\_\_

Acknowledge Addendum No. \_\_\_\_\_ Dated: \_\_\_\_\_

Acknowledge Addendum No. \_\_\_\_\_ Dated: \_\_\_\_\_

Acknowledge Addendum No. \_\_\_\_\_ Dated: \_\_\_\_\_

**SARASOTA COUNTY GOVERNMENT  
PURCHASING  
NOTICE OF BID ACTION**

**BID NUMBER:** 4744GE  
**BID TITLE:** Right Hand Drive Light Vehicles  
**DATE OF OPENING:** 4/28/2004

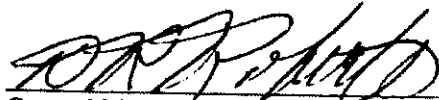
**RESPONDENTS:**

<b><u>Company Name:</u></b>	<b><u>Percentage Dealer Markup</u></b>
Douglas Jeep Polaris	6.99%

**BID RESULTS:**

Douglas Jeep Polaris, having submitted a responsive and responsible, bid is awarded the procurement.

By:

  
\_\_\_\_\_  
General Manager, Asset Management

  
\_\_\_\_\_  
Buyer

Date: May 13, 2004

NOTE: All bidders are furnished this notice. A bidder who has cause to file a formal protest against the award must do so verbally to the General Manager, Asset Management, at phone number (941) 861-5266, no later than 4:00 p.m. Eastern Time on the third working day following the date of this notice. A formal written protest must be filed after the verbal protest. It must be received by the General Manager, Asset Management within seven calendar days after posting of the notice of bid action. It must clearly state that it is a protest and must include specific information required by the Sarasota County Procurement Code. Failure to protest on a timely basis, or to include required information, may invalidate the protest.

**BID FORM**  
Bid #4744GE  
Right Hand Drive Light Vehicles

The undersigned certifies that they shall furnish labor, materials and equipment in accordance with the Bid Specifications and Instructions to Bidders at the prices listed on this Bid Form.

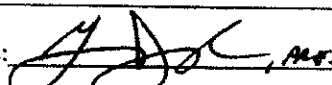
ITEM:

1. Percentage Dealer Markup adjustment factor 6.99\* %  
SEE EXCEPTIONS BELOW

COMPANY NAME: DOUGLAS JERRY POLARIS

ADDRESS: 2382 TAMiami TAL. S.

CITY, STATE & ZIP: VENICE, FL 34293

AUTHORIZED SIGNATURE & TITLE:  MRS.

PRINTED SIGNATURE: GREGORY DOUGLAS

PHONE: 941-494-8300 FAX: 941-493-6622

FEIN OR SOCIAL SECURITY NUMBER: 59-3742245

DATE: 4/29/04

Acknowledge Addendum No. N/A Dated: \_\_\_\_\_

Acknowledge Addendum No. N/A Dated: \_\_\_\_\_

Acknowledge Addendum No. N/A Dated: \_\_\_\_\_

- ① 2% DISCOUNT FOR PAYMENT BY CASH OR CHECK
- ② ITEM # C.13 #1 IS NOT INCLUDED IN THIS BID.
- ③ ITEM # C.13 #5 IS NOT INCLUDED IN THIS BID.

NOTE: 2004 MODEL YEAR ORDER CUTOFF DATE IS 5/28/04.

*This is not an invoice. The prices shown are for information purposes only and are subject to change or correction without prior notice.*

Date: May 13, 2004  
 Time: 09:05  
 Order Date: VIN: Estimated Ship Date: Quantity  
Order Stat

Sold 26723 DOUGLAS JEEP INC Ship 26723 DOUGLAS JEEP INC  
 to: 2382 SOUTH TAMiami TRAIL to: 2382 SOUTH TAMiami TRAIL  
 VENICE, FL 34293 VENICE, FL 34293

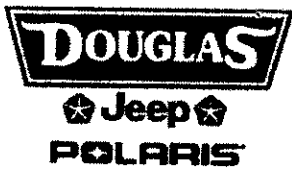
TJUH77 2004 Jeep WRANGLER SPORT (RHD)

	Equipment	Description	MSRP
Model:	TJUH77	Jeep WRANGLER SPORT (RHD)	20,253
Package:	24D	Customer Preferred Package 24D	0
	- ERH	4.0L Power Tech I-6	0
	DG6	4-Spd. Automatic, 42RLE	0
Color:	PW1	Stone White Clear Coat	0
	APA	Monotone Paint	0
Roof:	VKX	Black Hard Top	0
	*P5	Seats - Cloth High-Back Bucket	0
	-DV	Dark Slate Gray	0
Options:	\ HAA	Air Conditioning	895
	6W7	Paint Order Code	0
	\ GCD	Windows - Deep Tint Sunscreen	240
	\ ADC	Convenience Group	165
Discounts:	3VP	Customer Preferred Discount	0
	YGF	8 Additional Gallons Of Gas	0
Funds:	YDH	Customer One Owner Loyalty Mailing	0
	L16	ORLANDO - PPA/EB-PF	0
	E16	ORLANDO - DAA	0
Destination:			610

	HB	FFP	EP	
Total Price(USD):	647	20,837	20,070	22,163

Priority Code: 99

Customer Name:  
 Address:



**Peter McIvers**  
 Sales Representative

*It's simple,  
 we sell for less!*

Order Type: Retail

Instructions: 2382 S. Tamiami Trail Phone (941) 484-8300  
Venice, FL 34293 Fax (941) 497-7081  
(Just North of Lecanda on U.S. 41) www.douglasjeep.com

*This is not an invoice. The prices shown are for information purposes only and are subject to change or correction without prior notice.*

From: "Danny Brashear" <BRASHEDR@leegov.com>  
To: <GEARNEST@scgov.net>  
Date: 5/27/2004 2:17:14 PM  
Subject: Re: Piggybacking bid #4744GE for Right Hand DriveLightVehicles

George,  
  
239-338-3234

Thanks.  
DRB.

Danny R. Brashear  
Operations Manager

Lee County Fleet Management  
2955 Van Buren St.  
Ft. Myers, FL 33916  
brashedr@leegov.com  
Phone: (239) 481-5607  
Fax: (239) 338-3234

*To: Danny  
Brashear*

>>> "George Earnest" <GEARNEST@scgov.net> 05/27/04 02:04PM >>>  
Danny  
Sure, what's your fax number?  
Thanks,  
George

>>> "Danny Brashear" <BRASHEDR@leegov.com> 5/27/2004 1:17:45 PM >>>  
George,

Sorry I forgot one thing. Can I get a copy of one of the invoices? This way I can cut a PO to that price. Talking with Peter at Douglas, he said you would have this information.

Thank you.  
DRB.

>>> "George Earnest" <GEARNEST@scgov.net> 05/26/04 04:32PM >>>  
Danny  
Please let me know if there is anything else I can do for you.  
Thanks,  
George  
Sarasota County Purchasing  
tel 941-861-7153

**ABSTRACT OF OFFERS**  
**BID#: 4744GE OPENING DATE: 4/28/2004**  
**DESCRIPTION: Right Hand Drive Light Vehicles**  
**BUSINESS CENTER: PW/Fleet Acquisitions**

<u>OFFEROR/VENDOR</u>	<u>TOTAL BID PRICE</u>	<u>NO BID</u>
<i>Douglas Jeep Polaris</i>	<i>6.99%</i>	

I certify that I have opened, read and recorded on this abstract (and continuation sheets, if any) all offers received in response to the solicitation.

**BUYER NAME:** George Earnest

**SIGNATURE:** *[Signature]* **WITNESS:** \_\_\_\_\_

**WITNESS:** *[Signature]* **WITNESS:** \_\_\_\_\_



Jeep  
POLARIS

2382 South Tamiami Trail, Venice, Florida 34293  
(941) 484-8300

VEHICLE BUYER'S OFFER & PURCHASE OPTION CONTRACT

0427082

Rebate \_\_\_\_\_  
Prog. # \_\_\_\_\_  
T.A. # \_\_\_\_\_

PURCHASER <u>Sarasota County Government</u>		DRIVER'S LICENSE NO.	DATE OF BIRTH
ADDRESS <u>P.O. Box 8</u>		DRIVER'S LICENSE NO.	DATE OF BIRTH
CITY <u>Sarasota</u>	STATE <u>FL</u>	ZIP	E-MAIL ADDRESS

HOME PHONE <u>941-861-0732</u>	BUSINESS PHONE <u>FAX 416-2396</u>	<input checked="" type="checkbox"/> NEW <input type="checkbox"/> DEMO <input type="checkbox"/> USED	SALESMAN	I UNDERSTAND THAT I BOUGHT A DOUGLAS JEEP DEMONSTRATOR AND HAVE THE BALANCE OF THE FACTORY WARRANTY FROM THE MILEAGE INDICATED AND THE ORIGINAL IN SERVICE DATE.			
STOCK NO.	YEAR <u>2004</u>	MAKE <u>Jeep</u>	MODEL <u>Wrangler</u>		BODY STYLE <u>RHD</u>	COLOR <u>WHITE</u>	TRIM <u>ECOTY</u>

SERIAL NO.	MILES ON VEHICLE	ENGINE <u>6</u>	TRANS <u>AUTO</u>
MANAGER	DATE	FEI	FINANCE CO.
USED CAR TRADE-IN			
USED CAR ALLOWANCE \$	BAL. OWED TO	1ST LIEN BAL. OWED \$	GOOD THRU
FULL ADDRESS <u>N/A</u>		ZIP	ACCT. #
TITLE #	2ND LIEN	YEAR	
MAKE	MODEL	COLOR	MILEAGE
SER. NO.	LIC. & DECAL NO.		

PRICE OF VEHICLE	
TOTAL PRICE OF VEHICLE	<u>22163 -</u>
TRADE ALLOWANCE	
CASH DIFFERENCE	<u>21066 24</u>
THIS CHANGE MEMBERSHIP COSTS AND PROFIT TO THE DEALERSHIP FOR ITEMS SUCH AS INSPECTION, CLEANING AND ADJUSTING NEW AND USED VEHICLE DOCUMENTS RELATED TO THE SALE AND IS ELECTRONIC FILED.	\$ <u>200 -00</u>
FLORIDA TIRE & BATTERY FEE	
TAXABLE PRICE	<u>21066 24</u>
STATE SALES TAX	
LICENSE - REG. - ESTIMATE	
M.V.W.E.A. (STATE FEE)	<u>2 00</u>
TOTAL VEHICLE PRICE	\$ <u>21066 24</u>
BALANCE OWED ON TRADE	\$ _____
TOTAL BALANCE DUE	<u>21066 24</u>
DEPOSIT REC. NO. <u>Rebate (FEI)</u>	<u>2000 -</u>
DEPOSIT REC. NO.	\$ _____
SERVICE CONTRACT	
STATE TAX ON SERV. CONTRACT	\$ _____
CREDIT AMOUNT REQUESTED (ENTER BELOW)	\$ _____
CASH OR CERTIFIED FUNDS ONLY ON DELIVERY	<u>19066 24</u>

I ACKNOWLEDGE THAT THE SERVICE CONTRACT HAS BEEN EXPLAINED TO ME AND I HEREBY:  ACCEPT  DECLINE

SIGNED: \_\_\_\_\_ DATE \_\_\_\_\_

THE FOLLOWING OPTIONS WHICH HAVE BEEN PROVIDED THROUGH THE DEALER ARE NOT PRODUCTS OF CHRYSLER CORPORATION. PLEASE NOTE THE WARRANTY OF THESE ITEMS ARE NOT THROUGH CHRYSLER AND SHOULD THE NEED ARISE, YOU SHOULD CONTACT YOUR DEALER OR THE VENDOR THAT PROVIDED THE OPTION.

POWER WINDOWS  POWER LOCKS   
CRUISE CONTROL  AIR CONDITIONING   
TINTED WINDOWS  SERVICE CONTRACT   
AM/FM STEREO  THEFT GUARD   
CASSETTE  SIMONIZE   
DISC PLAYER  OTHER

I ACKNOWLEDGE AND UNDERSTAND \_\_\_\_\_

WITNESS \_\_\_\_\_

PURCHASER BY HIS EXECUTION OF THIS ORDER CERTIFIES THAT HE IS 21 YEARS OF AGE OR OLDER, OR THAT HE IS A BONAFIDE RESIDENT OF THE STATE OF FLORIDA AND IS 18 YEARS OR OLDER.

PLEASE READ FULLY BEFORE SIGNING

In the event that it becomes necessary for the seller to enforce any provisions of the purchase contract or to replace any right of remedy provided or in the event that it becomes necessary for the seller to defend any action arising out of the purchase contract regardless of whether such action is instituted by the buyer or a third party, the buyer agrees to pay all reasonable attorney's fees, costs or expenses incurred by the seller or any judgment against the seller resulting from any of the aforementioned events.

USED VEHICLE OR BEAD DISCLOSURE

This information you see on the window form for this vehicle is part of this contract. Information on the window form overrides any contrary provisions in the contract of sale.

THE ONLY WARRANTIES APPLYING TO THIS VEHICLE ARE THOSE OFFERED BY THE MANUFACTURER. THE SELLING DEALER HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND NEITHER ASSURES NOR AUTHORIZES ANY OTHER PERSON TO ASSUME FOR IT ANY LIABILITY IN CONNECTION WITH THE SALE OF THIS VEHICLE. LIABILITY IN WAY OF STRICT LIABILITY FOR SELLING DEALER'S NEGLIGENCE OR OTHERWISE IS EXPRESSLY EXCLUDED. BUYER SHALL NOT BE ENTITLED TO RECOVER FROM THE SELLING DEALER ANY CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO PROPERTY DAMAGES FOR LOSS OF USE, LOSS OF TIME, LOSS OF PROFITS, OR INCOME OR ANY OTHER INCIDENTAL DAMAGES. THE MANUFACTURER'S WARRANTY IS NOT AFFECTED BY THIS DISCLAIMER OR WARRANTIES BY THE SELLING DEALER.

**BID FORM**  
Bid #4744GE  
Right Hand Drive Light Vehicles

The undersigned certifies that they shall furnish labor, materials and equipment in accordance with the Bid Specifications and Instructions to Bidders at the prices listed on this Bid Form.

ITEM:

1. Percentage Dealer Markup adjustment factor 6.99\* %  
SEE EXCEPTIONS BELOW

COMPANY NAME: DOUGLAS JEEP POLARIS

ADDRESS: 2382 TOMIAMI TRL. S.

CITY, STATE & ZIP: VENICE, FL 34293

AUTHORIZED SIGNATURE & TITLE:  , PRES.

PRINTED SIGNATURE: GREGORY DOUGLAS

PHONE: 941-484-8300 FAX: 941-487-6622

FEIN OR SOCIAL SECURITY NUMBER: 59-3742245

DATE: 4/27/04

Acknowledge Addendum No. N/A Dated: \_\_\_\_\_  
Acknowledge Addendum No. N/A Dated: \_\_\_\_\_  
Acknowledge Addendum No. N/A Dated: \_\_\_\_\_

- ① 2% DISCOUNT FOR PAYMENT BY CASH OR CHECK
- ② ITEM # C.13 #1 IS NOT INCLUDED IN THIS BID.
- ③ ITEM # C.13 #5 IS NOT INCLUDED IN THIS BID.

NOTE: 2004 MODEL YEAR ORDER CUTOFF DATE IS 5/28/04.



## DaimlerChrysler Fleet Operations

### SECOND QUARTER - FLEET INCENTIVES

Date: April 1, 2004

To: DaimlerChrysler Fleet Accounts

Re: Average Retail Rebate Match Program also known as "NASACC" - National Average Stand Alone Consumer Cash

The attached summary contains the second quarter fleet incentives which are based on the average retail consumer cash / retail rebate programs. This is an automatic payment made to the selling dealer based upon the following calculation: NASACC - (Fleet Purchase Allowance + Fleet Purchase Incentive) = Match Payment.

Below are the program numbers that must be used in order to receive this calculated incentive payment:

PROGRAM TYPE	Model Year 2004	Model Year 2005
Fleet Purchase Program	37A4F	37A5F
Daily Rental Program	37A4V	37A5V

#### Eligible Sale Types

Type 2 (out of stock only), 3, 5 or 7. Bid ordered units are excluded. Type Sale 6 not eligible; refer to the individual Lease Program Rules for Sale Type 6 incentives. (VIP customers are not eligible for NASACC, ordered or out of stock units.)

#### Eligible Models

2004 and 2005 model year vehicles.

#### Eligible Dates

April 1, 2004 through June 30, 2004 unless otherwise notified.

#### Other Incentive Programs available for Fleet Purchase & Daily Rental Customers

- Fleet Purchase Allowance (FPA) plus Fleet Purchase Incentives (FPI = CMA)
- or-
- Local Stand Alone Consumer Cash (SACC) Programs in areas where local (SACC) exceeds (NASACC)
- or-
- Retail Consumer Programs are available on "Dealer Commercial Fleet Sales" being defined as registered fleet accounts that do not have a VIP (Volume Incentive Program) / LTDR (Long Term Daily Rental)

If you have any questions on any of the program rules, eligibility, or processing claims, please contact the Fleet Information Center at 1-800-899-FLEET (3533) or visit our website at [www.fleet.chrysler.com](http://www.fleet.chrysler.com). You may also access this information via [www.dealerconnect.com](http://www.dealerconnect.com) by going to Sales, Dealer Incentives Communications, open the Incentive Summary, and then click on the Fleet tab.

*DaimlerChrysler Fleet Operations*

**DaimlerChrysler Fleet Operations  
SECOND QUARTER - FLEET INCENTIVES**

VEHICLE LINE	<u>Fleet Purchase Allowance (FPA) plus Fleet Purchase Incentive (CMA)</u>	<u>National Average Stand Alone Consumer Cash (NASACC)</u>
	Does not include states of TX, ME, NH, VT, MA, RI, CT, and State of CA effective - 11/1/02	
	(37A4F - Fleet Purchase) (37A4V - Daily Rental Purchase)	(37A4F - Fleet Purchase) (37A4V - Daily Rental Purchase)
	EFFECTIVE THROUGH 12/31/04	QUARTER 2 EFFECTIVE DATES 4/1/04 - 6/30/04 Unless otherwise notified
2004 Model Year		
Neon (excluding SRT)	\$500	\$3000
PT Cruiser (including Turbo)	\$1000	\$2500
Sabring, Stratus Coupe	\$500	\$3000
Sabring, Stratus Sedan	\$1000	\$3000
Sabring Convertible	\$500	\$3000
Stratus Sedan SXT	\$500	\$3000
Concorde, Intrepid, 300M	\$1500	\$0
Caravan SWB - Include Cargo	\$1000	\$0
Grand Caravan (1) - Include Cargo	\$1000	\$0
Town & Country SWB (1)	\$1000	\$0
Town & Country LWB (1)	\$1000	\$0
Pacifica	\$1000	\$3000
Crossfire	\$350	\$0
Dakota Reg, Club, Quad 4x2 P/U & 4x4	\$1000	\$3500
Dodge 4x2 and 4x4	\$1000	\$1500
Ram 1500 Regular, Quad 4x2 & 4x4	\$1000	\$2500
Ram 2500/3500 P/U, C&C, Quad 4x2 & 4x4	\$1000	\$2500
Grand Cherokee 4x2 & 4x4	\$1000	\$3500
Wrangler (SWB)	\$300	\$2000
Liberty 4x2 and 4x4	\$1000	\$2000
Sprinter	*\$0	\$0

\* 2004 Model Year Sprinter will receive no Fleet Purchase Program monies. Contact your local DaimlerChrysler Regional Account Executive to discuss consideration for fleet concessions based upon Sprinter volume purchase commitment.  
(1) The Grand Caravan eX and Town & Country eX are not eligible for Fleet allowances.

**DaimlerChrysler Fleet Operations  
SECOND QUARTER - FLEET INCENTIVES**

VEHICLE LINE	Fleet Purchase Allowance (FPA) plus Fleet Purchase Incentive (CMA)	National Average Stand Alone Consumer Cash (NASACC)
	Does not include states of TX, ME, NH, VT, MA, RI, CT, and State of CA effective - 11/1/02	
	(37A5P - Fleet Purchase) (37A5V - Daily Rental Purchase)	(37A5F - Fleet Purchase) (37A5V - Daily Rental Purchase)
	EFFECTIVE THROUGH 12/31/05	QUARTER 1 EFFECTIVE DATES 4/1/04 - 6/30/04 Unless otherwise notified
2005 Model Year		
Dodge Magnum (LX)	\$1000	\$0
Chrysler 300 (LX)	\$1000	\$0
Dodge Caravan/Grand Caravan (RS) Include Cargo Van	\$1000	\$1000
Town and Country (RS)	\$1000	\$1000
PT Cruiser Convertible	\$250	\$0
Pacifica	\$1000	\$0

05/27/2004 14:25 FAX 8615171

SRQ PROCUREMENT

008/008

May 20 04 01:55p

LEE MRTOS

941-486-2396

P.7

This is not an invoice. The prices shown are for information purposes only and are subject to change or correction without prior notice.

Date: May 13, 2004

VIN:

VON:

Time: 09:05

Estimated Ship Date:

Quantity: 01

Order Date:

Order Status: NA

Sold 26723 DOUGLAS JEEP INC  
to: 2382 SOUTH TAMiami TRAIL  
VENICE, FL 34293

Ship 26723 DOUGLAS JEEP INC  
to: 2382 SOUTH TAMiami TRAIL  
VENICE, FL 34293

TJUH77

2004 Jeep WRANGLER SPORT (RHD)

	Equipment Description	MSRP	FWP
Model:	TJUH77 Jeep WRANGLER SPORT (RHD)	20,253	16,925
Package:	24D Customer Preferred Package 24D	0	0
	ERH 4.0L Power Tech I-6	0	0
	DG6 4-Spd. Automatic, 42RLE	0	0
Color:	PW1 Stone White Clear Coat	0	0
	APA Monotone Paint	0	0
Roof:	VKX Black Hard Top	0	0
	*PS Seats - Cloth High-Back Bucket	0	0
	-DV Dark Slate Gray	0	0
Options:	HAA Air Conditioning	895	788
	6W7 Paint Order Code	0	0
	GCD Windows - Deep Tint Sunscreen	240	211
	ADC Convenience Group	165	145
Discounts:	3VP Customer Preferred Discount	0	0
	YGF 8 Additional Gallons OF Gas	0	13
Funds:	YDH Customer One Owner Loyalty Mailing	0	20
	L16 ORLANDO - PPA/EB-PF	0	210
	E16 ORLANDO - DAA	0	125
Destination:		610	610
Total Price(USD):	KB FFP EP	647 20,037 20,070	22,163 21,047

Priority Code: 99

Customer Name:

Address:

Order Type: Retail

Instructions:

This is not an invoice. The prices shown are for information purposes only and are subject to change or correction without prior notice.

**From:** Orlando Figueroa  
**To:** Andrews, Carolyn  
**Date:** 5/24/04 3:09PM  
**Subject:** Re: Right hand Jeeps

Carolyn,

We can get the three vehicles. I can move money to the rolling stock object code from other programs. If you fax me the information that you have, I can complete the Equipment and Vehicle Request Forms needed, with Rick's and Jim Lavender's approvals. These will have to go through Fleet's approval path because the manual indicates that any thing with an engine over 5HP has to go through them. You might want to give Danny a heads up, so that the requisition can be put through without major problems.

Orlando Figueroa  
Utilities Fiscal Manager  
ofigueroa@leegov.com  
PH: 239/479-8147  
FX: 239/479-8176

>>> Carolyn Andrews 05/24/04 11:11AM >>>

Orlando, the contact regarding piggy backing on Sarasota County's contract is George Ernest, 941 861-7153. This contract will give us:

Bid dealer invoice + % markup + government concessions in place at time of purchase. We need them in white of course.

Per my phone message, budget is \$51,000 for replacement (3 Rangers )vehicles. We would like 3, but will take 2, if 3 is too expensive. If we need to go through Danny, please let us know. The order needs to be in by tomorrow.

Peter McIvers, Sales Rep., Douglas Jeep Polaris, 2382 S. Tamiami Trail, Venice 34293, phone#941 484-8300. Website is: [www.douglasjeep.com](http://www.douglasjeep.com)

I have the brochure and info in my office. Let me know if you want Judy and me to come up and talk to you.

Thanks, Carolyn

Carolyn B. Andrews  
Utilities Manager  
Customer & Meter Services  
LEE COUNTY UTILITIES  
Email: [andrewcb@leegov.com](mailto:andrewcb@leegov.com)  
Phone: (239) 274-2545  
Fax: (239) 277-5030  
Cell Phone: (239) 707-1884  
Website: <http://www.leegov.com/utilities>

*George will email me a copy of his contract that we can piggy back. 5/26/04 JPA*

*Called Peter and he is going to call me back with a cost 5/27/04 JPA*

**LEE COUNTY GOVERNMENT, DIVISION OF FLEET MANAGEMENT  
EQUIPMENT AND VEHICLE REQUEST FORM**

(PLEASE PRINT OR TYPE)

1. Department/Division: (name) Public Works

(division) Utilities

2. Requested By: (print) James E. Balmer Phone #: 693-2992 Ext. 202

3. Driver/Operator of this new piece of equipment: Meter Reader

4. Days and hours this piece of equipment will be used: Monday to Friday, 40 Plus Hours Per Week.

5. Location the equipment will be parked: Customer Service Facility

6. Will this be a take home vehicle?  Yes  No

7. Is this a replacement equipment or vehicle?  Yes  No

If Yes: Asset #: \_\_\_\_\_ Yr.: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_

8. What type of equipment or vehicle are you requesting?

Select all appropriate boxes:

- |  |   |                                  |   |  |  |
|--|---|----------------------------------|---|--|--|
| <input type="checkbox"/> Sedan                     | <input type="checkbox"/> Pickup Truck           | <input type="checkbox"/> 1/4 Ton | <input type="checkbox"/> Van              | <input type="checkbox"/> Excavator     | <input checked="" type="checkbox"/> Gasoline   |
| <input type="checkbox"/> Station Wagon             | <input checked="" type="checkbox"/> Regular Cab | <input type="checkbox"/> 1/2 Ton | <input type="checkbox"/> Cargo            | <input type="checkbox"/> 7 Passenger   | <input type="checkbox"/> Diesel                |
| <input checked="" type="checkbox"/> Sport Util Veh | <input type="checkbox"/> Extended Cab           | <input type="checkbox"/> 3/4 Ton | <input type="checkbox"/> Sliding Door     | <input type="checkbox"/> 12 Passenger  | <input type="checkbox"/> 4 Cylinder            |
| <input type="checkbox"/> Mid-Size                  | <input type="checkbox"/> Crew Cab               | <input type="checkbox"/> 1 Ton   | <input type="checkbox"/> Swing Door       | <input type="checkbox"/> 15 Passenger  | <input checked="" type="checkbox"/> 6 Cylinder |
| <input type="checkbox"/> Full-Size                 | <input type="checkbox"/> Cab & Chassis          | <input type="checkbox"/> Class 6 | <input type="checkbox"/> Utility Body (A) | <input type="checkbox"/> Tractor/Mower | <input type="checkbox"/> 8 Cylinder            |
| <input checked="" type="checkbox"/> 2 Door         | <input type="checkbox"/> 2 Wheel Drive          | <input type="checkbox"/> Class 7 | <input type="checkbox"/> Flat Bed (A)     | <input type="checkbox"/> Dual RW       | <input type="checkbox"/> 10 Cylinder           |
| <input type="checkbox"/> 4 Door                    | <input type="checkbox"/> 4 Wheel Drive (B)      | <input type="checkbox"/> Class 8 | <input type="checkbox"/> Dump Truck (A)   | <input type="checkbox"/> Single RW     | <input type="checkbox"/> Other                 |
|  |   | <input type="checkbox"/> F550 SD |   |  |  |

(A) Additional description for vehicles or equipment: The vehicle will be configured with a Right Hand Side steering wheel.

(B) Please provide detailed justification on separate sheet.

**\*\*NOTE\*\* If you need any additional equipment added to this order, please list all the different items. We will order everything we can as one package. This will minimize the turn around time when the new equipment comes in.**

9. What, if any, special options or accessories are required? Please check all appropriate options below and list any additional options on the lines below: i.e. lift gates, 50' telescopic boom, emergency lighting package, light-bar, 60" hydraulic rotary mower, etc. Please attach brochures if applicable:

All County vehicles are ordered with the following standard options: Air Conditioning, AM/FM Radio, Automatic Transmission, Rear Anti-Lock Brakes.

**\*\*See Next Page for the Options\*\***

<i>For Fleet Use Only.</i>			
Replacement Points: Maintenance -	<u>n/a</u>	Meter -	<u>n/a</u>
		Age -	<u>n/a</u>
		Total -	<u>0</u>
Initials -	<u>JS 5/25/04</u>	Fleet Spec #	<u>04-178</u>

**LEE COUNTY GOVERNMENT, DIVISION OF FLEET MANAGEMENT  
EQUIPMENT AND VEHICLE REQUEST FORM**

(PLEASE PRINT OR TYPE)

**Vehicles - Cars & Light Trucks:**

- |  |   |  |  |
|--|---|--|--|
| <input type="checkbox"/> Cassette                          | <input type="checkbox"/> Plastic Bed-Liner                              | <input type="checkbox"/> Arrow Board (A)           | <input type="checkbox"/> Strobe Light (A)            |
| <input type="checkbox"/> CD Player                         | <input type="checkbox"/> Spray-In Bed Liner                             | <input type="checkbox"/> Power Win/Locks           | <input checked="" type="checkbox"/> 4-Corner Strobes |
| <input type="checkbox"/> Tires - All Terrain               | <input type="checkbox"/> Long Bed                                       | <input type="checkbox"/> Floor - Carpet            | <input type="checkbox"/> Seats - Cloth               |
| <input checked="" type="checkbox"/> Tow Package            | <input type="checkbox"/> Short Bed                                      | <input checked="" type="checkbox"/> Floor - Rubber | <input checked="" type="checkbox"/> Seats - Vinyl    |
| <input checked="" type="checkbox"/> Trailer Hitch Receiver | <input type="checkbox"/> Cruise Control                                 | <input type="checkbox"/> Tool Boxes (A)            | <input type="checkbox"/> Tinted Windows              |
| <input type="checkbox"/> Limited Slip                      | <input type="checkbox"/> Tilt Steering Wheel                            | <input type="checkbox"/> Lockable Tailgate         | <input type="checkbox"/> Camper Top (A)              |
| <input type="checkbox"/> Back Up Alarm                     | <input type="checkbox"/> Cone Holder                                    | <input type="checkbox"/> Security Alarm            | <input type="checkbox"/> Auxiliary 12-Volt Plug (A)  |
| <input type="checkbox"/> Work Lights                       | <input type="checkbox"/> Pipe Racks                                     | <input type="checkbox"/> Water Cooler Holder       | <input type="checkbox"/> Steps (A)                   |
| <input type="checkbox"/> Mounted Winch (A)                 | <input type="checkbox"/> Bulk Fuel Tank W/Pump (Diesel or Unleaded) (A) |  |  |
| <input type="checkbox"/> Other. Please list:               |   |  |  |
- 

**Farm Tractor:**

- |   |   |   |  |
|---|---|---|--|
| <input type="checkbox"/> Three Spool Hyd Valve      | <input type="checkbox"/> Mounted Tool Box (A)   | <input type="checkbox"/> Mounted Strobe Light (A) | <input type="checkbox"/> Tinted Windows      |
| <input type="checkbox"/> Front Weights              | <input type="checkbox"/> Rear Weights           | <input type="checkbox"/> Flashing Work Lights     | <input type="checkbox"/> Water Cooler Holder |
| <input type="checkbox"/> Auxiliary 12-Volt Plug (A) | <input type="checkbox"/> 4-Corner Strobe Lights | <input type="checkbox"/> Cassette Radio           | <input type="checkbox"/> AM/FM Radio         |
| <input type="checkbox"/> AM/FM/CD Radio             |   |   |  |
| <input type="checkbox"/> Other. Please list:        |   |   |  |
- 

**Trucks:**

- |   |   |   |   |
|---|---|---|---|
| <input type="checkbox"/> Mounted Tool Box       | <input type="checkbox"/> Mounted Strobe Light | <input type="checkbox"/> Tinted Windows             | <input type="checkbox"/> Work Lights          |
| <input type="checkbox"/> 4-Corner Strobe Lights | <input type="checkbox"/> Water Cooler Holder  | <input type="checkbox"/> Fenders Over Rear Tires    | <input type="checkbox"/> Flashing Work Lights |
| <input type="checkbox"/> Hyd Wet Line System    | <input type="checkbox"/> AM/FM Radio          | <input type="checkbox"/> Cassette Radio             | <input type="checkbox"/> AM/FM/CD Radio       |
| <input type="checkbox"/> Air Horns (A)          | <input type="checkbox"/> Back Up Alarm        | <input type="checkbox"/> Auxiliary 12-Volt Plug (A) |   |
| <input type="checkbox"/> Other. Please list:    |   |   |   |
- 

10. What will be the primary use of the new equipment or vehicle? This vehicle will be used by the meter readers in the areas where electronic meters are installed. The right hand side wheel will allow them to get the water consumption readings as they drive by the customers' homes.

(A) Specify Dimensions, Makes, Models, or Locations: 2004 Jeep Wrangler Sport (RHD), White Color, Model TJUH77.

11. Funding Source:

Vehicle Replacement Fund

Capital, Please Specify Account String:

OD5360948700.506430

Other, Please Specify Account String:

If needed, please provide additional account strings.

MAY 25 2004

**LEE COUNTY GOVERNMENT, DIVISION OF FLEET MANAGEMENT  
EQUIPMENT AND VEHICLE REQUEST FORM**

(PLEASE PRINT OR TYPE)

\*\*\*Please Note\*\*\* Allow enough money to cover the Parts, repair and service manuals or CDs.

12. We are authorizing a purchase not to exceed: \$ 23,000.00

\*\*\*Please provide Account String for Maintenance, Fuel, Repairs, etc. if different from the vehicle or equipment being replaced OD5360948700

Property clerk name: C. Andrews Area Number: 232196

Fixed asset custodian name: R. Diaz Custodian Number: 232196

Site/Building Code: SB2287-0002

James E. Balmer 05-25-04  
Requested By Date Supervisor Date

Option 1:  QUOTES AND REQUISITION. This option authorizes Fleet Management to obtain quotes and authorizes Fleet Management to issue a requisition using the account string(s) provided above.

Option 2:  VEHICLE REPLACEMENT FUND PURCHASES. This option authorizes Fleet Management to obtain quotes and authorizes Fleet Management to purchase the equipment or vehicle using motor pool funds (formerly known as surcharge funds).

[Signature] 05-25-04 [Signature] 5-25-04  
Department Director Date County Manager / Designee Date

Submit This Completed Form To Fleet Management

[Signature] 6/1/04 [Signature] 6/2/04  
Operation's Manager Date Fleet Manager Date

<u>For Fleet Use Only:</u>		
<u>Price verification against State Contract and Sheriff's Contract.</u>		
Vendor's Price \$ <u>19006.24</u>	State Contract \$ <u>N/A</u>	Sheriff's Contract \$ <u>N/A</u>

*Piggback Sarasota County*



**EQUIPMENT/VEHICLE REQUEST FORM  
CHECKLIST**

1.  Check for correct name of Department/Division and for correct Department/Division number.
2.  Check and list the Replacement Points in FASTER. *n/a*
3.  Double check for specifications, Options and Accessories. - *see attachment.*
4.  Check Funding Source, double check the account strings for accuracy. Verify with department if necessary.
5.  It is crucial to make sure the **not to exceed \$** is complete. If the purchase is going to exceed the dollar amount, ask the requestor to send us an e-mail, acknowledging and approving a new not to exceed purchase amount.
6.  **Option 1** Quote and Requisition or **Option 2** Vehicle Replacement Fund Purchases must be checked.
7.  Signatures Are Required.
  - a. Jim Lavender must sign for all Public Works requests.
  - b. John Yarbrough must sign for all Parks requests.
  - c. County Manager level authorization must be on all new (non-replacement) equipment requests.
8.  Staple this checklist to the back of the Equipment and Vehicle Request form.
9.  Give Request package to Danny.

Karen Shilling Date 5/25/04  
Checklist Completed By

*Jill on vacation 5/24-5/31*

*4-Wheel Drive justification is attached*



**INTEROFFICE MEMORANDUM  
FROM  
PUBLIC WORKS  
UTILITIES**

**Date:** 25-May-04

**To:** Lee County Fleet Management

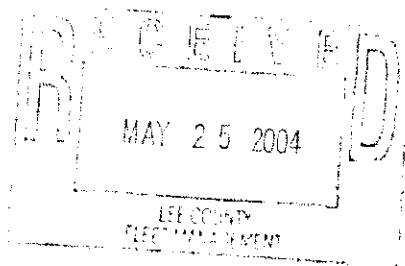
**From:** Lee County Utilities

**SUBJECT:** **Four Wheel Drive Vehicles**

This vehicle, configured with a right hand side steering wheel is necessary to be able to read newly installed electronic water meters in specific service areas within Lee County.

This particular model is only available with the factory installed Command-Trac Four-Wheel Drive system. This feature will be very valuable to LCU's meter readers, because they'll have accessibility to the SW Florida Regional Airport construction site meters, and to meters located in rural dirt roads/paths for consumption readings and meters maintenance and repairs.

*Orlando Figueroa*



This is not an invoice. The prices shown are for information purposes only and are subject to change or correction without prior notice.

Date: May 13, 2004  
 Time: 09:05  
 Order Date:

VIN:  
 Estimated Ship Date:

Quantity  
 Order Status

Sold 26723 DOUGLAS JEEP INC  
 to: 2382 SOUTH TAMiami TRAIL  
 VENICE, FL 34293

Ship 26723 DOUGLAS JEEP INC  
 to: 2382 SOUTH TAMiami TRAIL  
 VENICE, FL 34293

TJUH77 2004 Jeep WRANGLER SPORT (RHD)

	Equipment Description	MSRP
Model:	TJUH77 Jeep WRANGLER SPORT (RHD)	20,253
Package:	24D Customer Preferred Package 24D	0
	ERH 4.0L Power Tech I-6	0
	DC6 4-Spd. Automatic, 42RLE	0
Color:	PW1 Stone White Clear Coat	0
	APA Monotone Paint	0
Roof:	VKX Black Hard Top	0
	*P5 Seats - Cloth High-Back Bucket	0
	-DV Dark Slate Gray	0
Options:	HAA Air Conditioning	895
	6W7 Paint Order Code	0
	GCD Windows - Deep Tint Sunscreen	240
	ADC Convenience Group	165
Discounts:	3VP Customer Preferred Discount	0
	YGF 8 Additional Gallons Of Gas	0
Funds:	YDH Customer One Owner Loyalty Mailing	0
	L16 ORLANDO - PPA/EB-PF	0
	R16 ORLANDO - DAA	0
Destination:		610

	HB	FFP	EP	
Total Price(USD):	647	20,837	20,070	22,163

Priority Code: 99

Customer Name:  
 Address:



Peter McIvers  
 Sales Representative

It's simple,  
 we sell for less!

Order Type: Retail

Instructions:

2382 S. Tamiami Trail  
 Venice, FL 34293  
 (Just North of Granddona on US 41)

Phone (941) 484-8300  
 Fax (941) 497-7081  
 www.douglasjeep.com

This is not an invoice. The prices shown are for information purposes only and are subject to change or correction without prior notice.



Close

**MODELS SUMMARY**

**2004 Wrangler Model Comparison**

[PRINT PAGE](#)

Model	SE		X	SPORT	UNLIMITED	SAHARA	RUBICON
	A	N					
Starting Price		\$18,140	\$21,235	\$23,220	\$25,025	\$25,885	\$26,985
Optional Package	A	N	X	D	E	G	U
<b>Powertrain</b>							
2.4L Power Tech DOHC 4-Cylinder Engine	✓	✓	-	-	-	-	-
4-Speed Automatic Transmission	A	A	A	A	✓	A	A
4.0L 6-Cylinder Power Tech Engine	-	-	✓	-	-	-	-
4.0L Power Tech I-6 Engine	-	-	-	✓	✓	✓	✓
5-Speed HD Manual Transmission	✓	✓	✓	✓	-	✓	✓
<b>GVWR, Towing, Suspension</b>							
3.07:1 Axle Ratio	-	-	✓	✓	-	-	-
3.73:1 Axle Ratio	-	-	A	A	✓	✓	-
4,450-Pound GVWR	✓	✓	✓	✓	-	✓	-
4,550-Pound GVWR	-	-	-	-	✓	-	✓
4:1 Rock-Trac(TM) Heavy-Duty Part-Time 4WD System	-	-	-	-	-	-	✓
4.11:1 Axle Ratio	✓	✓	-	-	-	-	✓
Command-Trac 4WD Transfer Case	✓	✓	✓	✓	✓	✓	-
Dana 30 Front Axle	✓	✓	✓	✓	✓	✓	-
Dana 35 Rear Axle	✓	✓	✓	✓	-	✓	-
Dana 44-3 Heavy-Duty Rear Axle	-	-	-	A	✓	A	✓
Heavy-Duty Dana M44/216MM Front Axle	-	-	-	-	-	-	✓
<b>Tires/Wheels</b>							
15" x 7" Full-Face Steel Wheels	-	-	✓	✓	-	-	-
15" x 7" Styled Steel Wheels	✓	✓	-	-	-	-	-
15" x 8.0" Ravine Aluminum Wheels	-	-	-	-	✓	✓	-
16" x 8" Silver "MOAB" Wheels	-	-	-	-	-	-	✓
30-Inch Tire and Wheel Group	-	-	-	A	✓	-	-
30" x 9.5" R15 Wrangler GS-A OWL All-Terrain Tires	-	-	-	-	✓	✓	-
Ecco Wheel and Tire Group	-	A	-	A	-	-	-
Full-Face Wheel and Tire Group	A	A	A	-	-	-	-
LT245/75R16 MT/R BSW On Road/Off Road Tires	-	-	-	-	-	-	✓
Matching Spare Wheel	-	-	-	✓	✓	-	✓
Outside Tire Carrier	✓	✓	✓	✓	✓	✓	✓
P215/75R15 Goodyear Wrangler VSB All-Terrain Tires	✓	✓	✓	✓	-	-	-
P225/75R15 Wrangler GS-A OWL All-Terrain Tires	-	-	-	A	-	-	-
Wheel Plus Group	-	-	A	-	-	-	-
<b>Sound Systems</b>							
4 Speakers	-	-	✓	✓	✓	-	✓
7 Speakers with Subwoofer and Tweeters	-	-	-	A	A	✓	A
AM/FM Stereo Radio with In-Dash CD Player	A	P	✓	✓	✓	✓	✓
Fixed Antenna	-	-	✓	✓	✓	✓	✓
No Radio Ordered	✓	-	-	-	-	-	-

	2004 Jeep	DEALER INVOICE	SUGG RETAIL PRICE
WRANGLER SPORT			
TJUH77 4WD RHD Hard Top 2D .....		18925.00	20253.00
Destination Charge .....		610.00	610.00
<b>BASE MODEL PRICE WITH DESTINATION CHARGE</b> .....		<b>19535.00</b>	<b>20863.00</b>
(Mfr's. Effective Date 4-9-04 Revised)			

\* \* \* **OPTIONAL EQUIPMENT** \* \* \*

**EMISSION EQUIPMENT**

NAS	Emission Equipment, 50-State .....	Incl.	Incl.
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**ENGINES**

ERH	6-Cyl., 242", 12V, SFI (4.0 Liter) .....	Std.	Std.
	(N/A SE)		

**TRANSMISSIONS**

DG6	Automatic, 4-Speed w/Overdrive .....	Std.	Std.
	SE Includes 4.56 Axle Ratio.		
	X & Sport Include 3.73 Axle Ratio.		

**QUICK ORDER PACKAGES**  
(All Orders Must Code a Quick Order Pkg.)

24D	Quick Order Pkg. •Sport RHD .....	N/C	N/C
	(N/A SE, X, Unlimited, Sahara or Rubicon) (See Std. Equipment Listing)		

**ACCESSORY PACKAGES**

ADC	Convenience Group •SE, X & Sport RHD .....	145.00	165.00
	(Std. Sport LHD, Unlimited, Sahara & Rubicon) (Req's QOP-2*N on SE) Includes Engine Comp't. Light & Full Length Floor Console.		

**OTHER OPTIONS**

HAA	Air Conditioning •SE, X, Sport & Rubicon .....	788.00	895.00
	(Std. Unlimited & Sahara)		
DRK	Axle, H.D. Dana 44 Rear .....	Std.	Std.
DME	Axle Ratio, 3.73 .....	Incl.	Incl.
	(N/A SE or Rubicon) (Std. Unlimited & Sport RHD) (Std. w/Axle -DRK) (Std. w/Auto Trans.-DG6 on X & Sport) (Std. w/Tire & Wheel Group-AAS When in Combo w/Manual Trans.-DDD) (Std. w/Axle		

2004 Jeep		DEALER INVOICE	SUGG RETAIL PRICE
-DSA When in Combo w/Braking System-BGK)			
GCD	<b>Glass, Deep Tinted •Sport RHD</b> ..... (N/A SE) (Std. Unlimited & Sahara)	211.00	240.00
P5**	<b>Seats, Cloth Bucket •X, Sport, Unlimited &amp; Rubicon</b> ..... (N/A Sahara) (Req's QOP-2*N on SE) (Last Two Characters Refer to Interior Color)	N/C	N/C
<b>TIRES</b>			
---	(4) P215/75R15 All Terrain RBL •SE, X & Sport ..... (N/A Unlimited, Sahara or Rubicon) <b>Sport</b> Includes Conventional Spare Tire.	Std.	Std.
TBB	<b>Spare Tire, Conventional</b> .....	Std.	Std.
<b>EXTERIOR COLORS</b> (All Orders Must Code an Exterior Color)			
6W7	<b>White, Stone •SE, X, Sport, Unlimited &amp; Rubicon w/Roof-VK* or</b> ..... AEM (N/A Sahara) (Req's an Interior Color) <b>Includes</b> Black Top Color.	N/C	N/C
<b>INTERIOR COLORS</b> (All Orders Must Code an Interior Color)			
**DV	<b>Gray, Dark Slate •SE, X, Sport, Unlimited &amp; Rubicon</b> ..... (N/A Sahara) (N/A w/Exterior Color-6X5, 6X9, 6U5, 6U9, 6M5, 6M9, 6R5, 6R9, 6Z5, 6Z9, 6W5 or 6W9) (First Two Characters Refer to Seats)	N/C	N/C
TOTAL PRODUCTION OPTIONAL EQUIPMENT .....		1144.00	1300.00
>>> SUBTOTAL .....		<u>20679.00</u>	<u>22163.00</u>
<b>* * PRICING ADJUSTMENTS * *</b>			
Discount. ....		-1096.76	-1096.76
Rebate. ....		-2000.00	-2000.00
TOTAL PRICING ADJUSTMENTS .....		<u>-3096.76</u>	<u>-3096.76</u>
TOTAL DEALER INVOICE AND SUGGESTED RETAIL PRICE .....		17582.24	19066.24
(8.44% Mark-up from Dealer Invoice to Retail) (ADD for Local and National Advertising and Other Special Charges)			

2004 Jeep

\* \* \* STANDARD EQUIPMENT \* \* \*

Air Conditioning Bypass (Must Code)  
Alternator, 117-Amp.  
Axle Ratio, 3.73  
Axles, Trac-Loc & H.D. Dana 44 Rear  
Battery, 600-cca  
Brakes, Power Front Disc  
Carpet, Rear  
Console, Floor  
Cup Holders, Front  
Defroster, Rear Window  
Doors, Full Metal w/Roll-Up Windows  
Drivetrain, 4WD  
Engine: 6-Cyl., 12V, SFI, 4.0 Liter  
Fender Flares  
Fog Lights Delete  
Fuel Tank, 19.0 Gal. Cap.  
GVWR, 4450-lb. (800-lb. Payload)  
Mirrors, Dual  
Power Outlet, (1)  
Quick Order Pkg.-24D (Must Code)  
Radio, AM/FM Stereo w/CD & CD Changer Controls  
Restraint System, Dual Front Air Bag  
Roof, Hard Top  
Seat Delete, Folding Rear  
Seats, Cloth Bucket (Must Code)  
Skid Plates, Fuel Tank & Transfer Case  
Sport Bar, Rear w/Full Padding  
Stabilizer Bars, F&R  
Steering Wheel, Tilt  
Steering, Power  
Tachometer  
Tire, Conventional Spare  
Tires, (4) P215/75R15 All Terrain RBL  
Tongue Load, 100-lb. Max.  
Tow Hooks Delete, F&R  
Towing Cap., 2000-lb. Max. (When Properly Equipped)  
Trans., 4-Spd. Automatic w/Overdrive (Must Code)  
Transfer Case, Command-Trac  
W/S Wipers, Variable Intermittent  
Walk-in-Device, LH & RH  
Wheels, Full-Face Steel  
Wiper/Washer, Rear Window

**General Specifications:**  
**Sport:** W.B. 93.4"; O.L. 150.1"; Width 66.7"; Height 70.9"; Cargo Cap. 47.2 cu. ft. Max.; Curb Weight 3450-lbs.  
**Warranty:**  
3-yr/36,000-mi Limited Bumper-to-Bumper; 7-yr/70,000-mi Powertrain; 3-yr/36,000-mi 24-hr Roadside Assistance; 5-yr/100,000-mi Limited Outer-Panel Rust-Thru.

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2004 Jeep

**Engine Specifications:**

ERH Code; VIN S; 6 Cylinders; 4.0 Liters; 12V SFI Fuel Induction; 190 HP; 235 Torque

**EPA Estimated Miles Per Gallon:**

X, Sport, Sahara & Rubicon w/ERH 4.0L Eng. & Manual Trans.-DDD: City 16; Hwy 19

X, Sport, Sahara & Rubicon w/ERH 4.0L Eng. & Auto Trans.-DG6: City 16; Hwy 20