



Special Meeting of the Spokane Park Board Finance Committee Minutes

Tuesday, January 9, 2018, 3:00 p.m. – 5:00 p.m.

City Hall Conference Room 2B

808 W. Spokane Falls Blvd., Spokane, Washington

Mark Buening - Finance Director

Committee Members:

- X Kelley, Ross – Chairperson
- Sumner, Nick (Absent)
- X Gilman, Greta
- X Salvatori, Steve
- Fagan, Mike (Absent)

Additional Park Board:

Chris Wright

Parks Staff:

Leroy Eadie
Mark Buening
Jason Conley
Megan Qureshi
Fianna Dickson
Jonathan Moog
Jennifer Papich
Al Vorderbrueggen
Garrett Jones
Carl Strong

Guest:

Gavin Cooley

Summary

1. The committee approved the following action items:
 - o [Southside Senior and Community Center retirement of debt briefing paper](#)
 - o [Robert Half Accountemps contract change order #1 \(\\$9,499.80\)](#)
 - o [Desautel Hege \(DH\) contract extension \(\\$197,000\)](#)
 - o [F550 pickup purchase \(\\$111,000\)](#)
2. The committee discussed the use of 7% reserve to create a contingency for the repair and replacement of high-cost equipment. [Discussion points](#) were reviewed involving criteria, reserve calculations and steps to implement a new reserve policy.
3. The [information technology project plan update](#) was presented. Report highlights included information on Park Board member email accounts and the need to reset passwords, and details regarding the implementation of the new CivicPlus Software.

The next regularly scheduled meeting is 3 p.m. Feb. 6, 2018, in **City Hall Conference Room 2B**.

MINUTES

The meeting was called to order at 3 p.m. by committee chair Ross Kelley.

Action Items:

1. [Southside Senior and Community Center briefing paper](#) – Leroy Eadie and Gavin Cooley reviewed the Southside Senior and Community Center briefing paper addressing the potential of retiring the debt previously guaranteed by the Park Board in connection with construction financing for the Southside Senior Activity Center (SSAC). Mr. Eadie provided background explaining in 1998, the Water Department agreed to lease land to Parks for the future site of the SSAC. Washington Trust Bank loaned the center \$650,000. This loan has been paid down to \$139,620.07, but SSAC recently defaulted on the loan. Mr. Cooley reported there are 50 years remaining on the lease. A proposed refinancing option could result in SSAC's net monthly payment being reduced from \$4,500 to \$630.48, a \$46,434.24 annual reduction. The briefing paper outlined a recommendation to approve an interfund loan extended from Water to Parks in the principal sum of \$139,620.07. It is envisioned Parks will repay the loan by decreasing its annual budget allocation to SSAC by the annual payment needed to repay the interfund loan. Chris Wright suggested simplifying the loan and matching up the lease duration to match the mortgage duration, and looking a 30-year loan to SSAC. Mr. Wright explained the downsides of having a building owned by a private entity sitting on public land. Mr. Wright explained he would be amenable to the building going back to Water, and would prefer the land and building go back to Water. Mr. Cooley agreed to draft the following: 1) a new 15-year mortgage and revise the amortization; and 2) make appropriate changes to the briefing paper.

MOTION 1: Steve Salvatori moved that a new agreement be created with Water and the senior center in which the Park Board offers a 15-year mortgage, at the stated interest rate, and work with Water so they are secured with the title to the property, as noted in the revised briefing paper.

Greta Gilman seconded.

The motion passed with unanimous consent (3-0 vote).

2. [Robert Half Accountemps contract change order #1 \(\\$9,499.80\)](#) – Mark Buening presented an overview of change order #1 with Accountemps in the amount of \$9,499.80. This contract addendum is for additional services beyond the original contract scope. Accountemps provided a temporary accountant to fill in for a staff member on medical leave. The position was kept on past the original anticipated termination date to assist with a large amount of procurement required for the opening of the Ice Ribbon at Riverfront Park.

MOTION 2: Greta Gilman moved the Park Board approve change order #1 with Accountemps in the amount of \$9,499.80.

Steve Salvatori seconded.

The motion passed with unanimous consent (3-0 vote).

3. [Desautel Hege \(DH\) contract extension \(\\$197,000\)](#) – Fianna Dickson presented the one-year contract extension with Desautel Hege in the amount of \$197,000 (\$143,000 – Parks, \$49,000 – Golf and \$5,000 – RFP Bond). The scope of this contract from Jan. 18, 2018 through Jan. 17, 2019, includes assistance in development and implementation of strategic marketing campaigns, video production, public engagement, and advertising designed to leverage and promote the multiple assets of Parks. Ms. Dickson explained DH will also assist in the development of comprehensive advertising and promotional campaigns to support Parks featured events.

MOTION 3: Ross Kelley moved the Park Board approve the contract extension with Desautel Hege in

the amount of \$197,000.

Steve Salvatori seconded.

The motion passed with unanimous consent (3-0 vote).

4. [F550 pickup purchase \(\\$111,000\)](#) – Carl Strong presented vehicle specifications on the proposed purchase of an F550 pickup for Park Operations. Some of the truck's features include a plow, sander, de-icer and dump bed.

MOTION 4: Steve Salvatori moved the Park Board approve the purchase of an F550 pickup not to exceed \$111,000.

Greta Gilman seconded.

The motion passed with unanimous consent (3-0 vote).

Discussion Items:

1. [Major equipment repair and replacement reserve](#) – Mark Buening opened the discussion regarding the use of the 7% Parks reserve to create a contingency for the repair and replacement of high-cost equipment, excluding vehicles. The criteria for the allowed expenditures were reviewed in the [Discussion Points](#) document. The current 7% reserve is based upon the current year budget, including capital and encumbrance carryovers. This would result in a \$1,654,011 reserve from the 2018 budget. Mr. Buening explained a 5% fund balance reserve would be \$1,181,437, a difference of \$472,575. He added this 2% difference is roughly the amount that is proposed to be transferred to the Parks Cumulative Reserve Fund for the major equipment repair and replacement reserve. If the Park Board approves of this policy change, the next step would be to request approval from City Council for a Special Budget Ordinance (SBO) to grant expenditure authority in Fund 1400 to allow the transfer of the determined amount to the Parks Cumulative Reserve Fund. Leroy Eadie explained this proposed policy change would allow Parks to put more of the reserve dollars to work in the Parks system. In past years, the 7% reserve was designed to balance the anticipated lost revenue stream due to the Riverfront Park redevelopment project. The group discussed potential equipment repair and replacement which could be covered, including RFP amusement rides, roofs, HVAC, aquatics, etc. Staff was directed to come back to the board with the City's cumulative reserve percentage. Next month, a reserve policy and procedure recommendation is expected to come before the Finance Committee for consideration.

Standing Report Items:

1. [December Financials](#) – No financial report was presented due to the yearend, 13-month closeout. Mark Buening believes there is a chance Parks will not need to draw upon the Revenue Stabilization Fund which the Park Board approved last month.

2. [Information Technology Project Plan update](#) – Jason Conley presented the information technology project plan update. Mr. Conley explained Park board member email accounts automatically expire every three months; therefore, passwords need to be reset at that time. Account expiration dates were distributed. Park Board members are now required to use City email accounts per policy ADMIN 5600-17-06. Mr. Conley reported on the Class Software replacement system schedule. Implementation of the new CivicPlus Software is expected to be up and running by May, in time for the Looff Carrousel opening. Mr. Conley plans to present the implementation timeline at next month's committee meeting.

Contract items from other committees: These items were not discussed.

1. Walker Construction change order #9/Looff Carrousel (\$286,142)
2. T. LaRiviere change order #8/Howard Street Bridge South (\$10,411.70)

3. Contractors Northwest Inc. change order #15/Recreational Rink (\$398,678.38)

Adjournment: The meeting adjourned at 4:40 p.m.

The next regularly scheduled meeting is 3 p.m. Feb. 6, 2018, in **City Hall Conference Room 2B.**

BRIEFING PAPER
Southside Senior Activity Center
January 8, 2018

Subject

Retirement of debt previously guaranteed by the Spokane Park Board in connection with construction financing for the Southside Senior Activity Center.

Background

In 1998, the Water Department ("Water") and Parks Department ("Parks") signed a memorandum of understanding in which, Water agreed to lease certain land to Parks for the then future site of the Southside Senior Activity Center ("SSAC"), in exchange for certain landscape maintenance services. In turn, Parks subleased Water's land to SSAC along with some additional land belonging to Parks to make up the site for the SSAC (the "Lease").

Thereafter, over \$1 million was raised towards the cost of constructing the SSAC. Washington Trust Bank agreed to loan SSAC approximately \$650,000, the difference between total construction costs and the funds that had been raised (the "Loan"). Parks allowed SSAC to use the Lease as collateral for the Loan by consenting to an assignment of SSAC's lease to the Bank for security purposes. In the event of a default on the Loan, the Bank can step into SSAC's rights under the Lease and sublease the premises in order to repay the Loan.

Over the years, Parks has paid Water annual rent of approximately \$9450.00 for Water's portion of the SSAC site. SSAC has paid Parks annual rent of \$1.

The original loan of approximately \$650,000 has been paid down to \$139,620.07; however SSAC has recently fallen in arrears and defaulted on the Loan. The Bank has refrained from exercising its foreclosure rights while SSAC and the City have explored options. In order to protect its property interests, Water has offered to extend an interfund Loan to Parks sufficient to retire the Bank Loan on the condition that Parks increases the rent it pays to Water in an amount sufficient to amortize the interfund loan.

The interfund loan amortization is calculated at the current balance owing Washington Trust Bank of \$139,620.07, amortized over 30 years at 3.562% (standard Spokane Investment Pool lending rate) resulting in a monthly interfund loan payment from Parks to Water for \$630.48 (see loan calculations attached hereto).

As a result of this proposed refinance, SSAC's net monthly payment on its loan will be reduced from \$4,500.00 to \$630.48, a \$46,434.24 annual reduction.

Action

Approve an interfund loan to be extended from Water to Parks in the principal sum of \$139,620.07. It is envisioned Parks will repay the loan by decreasing its annual budget allocation to SSAC (currently \$115,758) by the annual payment needed to repay the interfund loan from water (\$630.48 monthly / \$7,565.76 annually).

CONTRACT ADDENDUM

THIS AGREEMENT is between the CITY OF SPOKANE PARKS AND RECREATION DEPARTMENT, a Washington State municipal corporation, as "City", and ACCOUNTEMPS, whose address is 601 W. RIVERSIDE, as "COMPANY".

WHEREAS, the parties entered into a Contract wherein the COMPANY agreed to ASSIGN A TEMPORARY EMPLOYEE ("ASSIGNED INDIVIDUAL") TO HANDLE THE CITY'S ACCOUNTING NEEDS; and

WHEREAS, additional work has been requested; -- Now, Therefore,

The parties agree as follows:

1. **CONTRACT DOCUMENTS.** The Contract dated 7/3/17, any previous amendments and/or extensions/renewals thereto are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.
2. **EFFECTIVE DATE.** This Contract Addendum shall become effective 10/15/17.
3. **ADDITIONAL WORK.** The scope of work of the original Contract is expanded to include the following:

ADDITIONAL ACCOUNTING WORK.

4. **COMPENSATION.** The City shall pay the Company an amount not to exceed NINE THOUSAND FIVE HUNDRED AND NO/100 DOLLARS, (\$9,500.00) as full compensation for the services provided for under in this Agreement. This is the maximum amount to be paid under this Agreement for the work described in Section I above, and shall not be exceeded without the prior written authorization of the City in the form of an executed amendment to this Agreement.

City Clerk's No. [OPR 2016-0125]

CONTRACT AMENDMENT/EXTENSION

THIS AGREEMENT is between the CITY OF SPOKANE PARKS AND RECREATION DIVISION, a Washington State municipal corporation, as "City", and "DESAUTEL HEGE COMMUNICATION (DH)," whose address is 315 W. RIVERSIDE AVENUE, SUITE 200, SPOKANE WASHINGTON 99201, as "CONSULTANT."

WHEREAS, the parties entered into a Contract wherein the "Consultant" agreed to COMMUNICATIONS, OUTREACH, BRANDING AND ADVERTISING; and

WHEREAS, additional work and time to perform has been requested; -- Now, Therefore,

The parties agree as follows:

1. **CONTRACT DOCUMENTS.** The Contract dated JANUARY 18, 2018 - JANUARY 17, 2019, any previous amendments and/or extensions/renewals thereto are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

2. **EFFECTIVE DATE.** This Contract Amendment/Extension shall become effective JANUARY 18, 2018.

3. **ADDITIONAL WORK.** The scope of work of the original Contract is amended to add the following:

[SCOPE OF WORK IDENTIFIED IN EXHIBIT A 2018].

4. **EXTENSION.** The contract documents are hereby extended and shall run through JANUARY 17, 2019.

5. **COMPENSATION.** The City shall pay [NOT TO EXCEED ONE HUNDRED NINETY SEVEN THOUSAND DOLLARS AND NO/100 DOLLARS, (\$197,000) for everything furnished and done under this Contract Amendment/Extension.

**CITY OF SPOKANE
PARKS & RECREATION DIVISION**

Marketing, Advertising, and Brand Development Services – Desautel Hege
January 18, 2018 - January 17, 2019

SCOPE OF WORK OVERVIEW

The scope of this contract includes assistance in development and implementation of strategic marketing campaigns, video production, public engagement, and advertising designed to leverage and promote the multiple assets of the Parks & Recreation Division. The Consultant will assist in the development of comprehensive advertising and promotional campaigns to support the City of Spokane's Parks & Recreation Division featured events.

The Consultant shall work with City staff to manage overall communication and marketing strategies. The Consultant shall provide formal reports to City staff and occasionally to the Park Board.

Consultant shall coordinate all Scope of Work outlined in this document through City staff.

Marketing, advertising, and brand development services beginning January 18, 2018 and running through January 17, 2019, which may be extended for two (2) additional one year contract terms subject to mutual agreement, with the total contract term not to exceed five (5) years. Yearly contract expenditure not to exceed One Hundred Ninety Seven Thousand dollars and no cents (\$197,000.00), which includes all Consultant fees and all expenses related to fulfilling entire Scope of Work.

DETAILED SCOPE OF WORK

- 1) **PLANNING**: \$20,000
 - a. Develop a marketing and advertising plan; including:
 - i. Goals and objectives
 - ii. Audience considerations
 - iii. Strategies and tactics
 - iv. Timeline
 - v. Deliverable: comprehensive marketing plan
 - vi. Timeline: Q1 2018
 - b. Frequent meetings and account management
 - i. DH team members will facilitate frequent meetings.
 - ii. Timeline: monthly, ongoing.

2) IMPLEMENTATION: \$175,000

- a. Mix of marketing, advertising, and communication tactics will be identified in marketing, advertising and communication plan.
- b. DH shall develop quarterly plans that outline strategic priority tactics with associated costs to implement for that quarter.
- c. Tactics may include:
 - i. Shooting and editing of videos such as commercials, construction updates, interviews with those working on project and those who work in the park, etc.
 - ii. Development of graphics, and other creative elements associated with Parks & Recreation Division brand and promotions.
 - iii. Development of strategic advertising campaign(s) for Parks & Recreation Division featured programs.
 - iv. Marketing campaign creative development to promote major programs and events, such as Aquatics season, Sports, etc.
 - v. Shooting and editing of videos for Parks & Recreation Division, such as commercials, promotional videos.
 - vi. Assist City staff in professional photography (primarily focused on, but not limited to: Golf, Aquatics, Sports, Outdoor Recreation, various City parks.
 - vii. Campaign media buys—procurement, placement and billing strategy (includes standard agency commission 15%).
- d. Deliverables: Quarterly strategy implementation reports and applicable tactics.
- e. Cost and timeline will be outlined in quarterly plans, but will not exceed \$175,000.

3) MEASUREMENT: \$2,000

- a. Establish output/outcome measures for each campaign
 - i. Measures will be identified in marketing, advertising and communication plan and may include:
 - a. Digital analytics
 - b. Earned media coverage tracking
 - c. Attendance tracking at events
 - d. Ticket/season pass sales, other outputs, etc.
 - ii. Deliverable: quarterly reports of marketing efforts and results to City staff
 - iii. Timeline: Q4 2018

PART I. PRICING PAGE**TO: PURCHASING, CITY OF SPOKANE****BID NAME: Truck Bodies and Accessories****BID NO: 4401-17**

The purpose of this Request for Bid is to invite quotes to supply The City of Spokane Fleet Services Department with a truck bodies and accessories to mount on eight (8) or more different vehicles. The bid is for an all or none type purchase to streamline the purchasing process. The vehicles to receive mounted equipment are:

Item# 1: Unit# 428679 & 428680; 60" C/A Ford F350 4X4 single rear wheel chassis cab to receive service bodies, cranes, arrowboards and accessories per technical specifications to follow.

Item# 2: Unit# 428681 & 428682; 84" C/A Ford F450 4X4 dual rear wheel chassis cab to receive service bodies, cranes, arrowboards and accessories per technical specifications to follow.

Item# 3: Unit# 428683 & 428684; 84" C/A Ford F450 4X4 dual rear wheel chassis cab to receive custom low deck height platform bodies, liftgates, arrowboards, snowplows and accessories per technical specifications to follow.

Item# 4: Unit# 428685; 60" C/A Ford F350 4X4 single rear wheel chassis cab to receive service body and accessories per technical specifications to follow.

Item# 5: Unit# 428686; 60" C/A Ford F550 4X4 dual rear wheel chassis cab to receive custom low deck height platform body with headlift hoist, 8' hopper spreader, mag chloride system, centralized hydraulic/control system and accessories per technical specifications to follow.

Item# 6: Unit# 428627; 84" C/A Ford F350 4X4 dual rear wheel chassis cab to receive 11'6" dump body, snow plow and accessories per technical specifications to follow.

Item# 7: Unit# 428702; 84" C/A Ford F550 dual rear wheel chassis cab to receive service body, custom canopy roof and hydraulic rope reel with accessories per technical specifications to follow.

ITEM	QTY	DESCRIPTION	UNIT PRICE	TOTAL
1	2 OR MORE	Provide and install heavy duty custom 108" service bodies, cranes, arrowboards and accessories per technical specifications to follow.	36,726.00	\$ 73,452.00
2	2 OR MORE	Provide and install heavy duty custom 130" service bodies, cranes, arrowboards and accessories per technical specifications to follow.	53,131.00	\$106,262.00
3	2 OR MORE	Provide and install heavy duty custom 12'6" low deck height platform bodies, snow plows, arrowboards and accessories per technical specifications to follow.	30,217.00	\$ 60,434.00
4	1 OR MORE	Provide and install heavy duty custom 108" service body and accessories per technical specifications to follow.	21,387.00	\$ 21,387.00
5	1 OR MORE	Provide and install heavy duty custom 9'6" low deck height platform bod body and accessories per technical specifications to follow.	55,996.00	\$ 55,996.00
6	1 OR MORE	Provide and install heavy duty custom 11'6" dump body, snow plow and accessories per technical specifications to follow	40,428.00	\$ 40,428.00
7	1 EA	Provide and install heavy duty custom 130" service body, custom canopy roof, hydraulic rope reel and accessories per technical specifications to follow.	60,254.00	\$ 60,254.00
		SUBTOTAL		\$418,213.00
		WA STATE SALES TAX (@ 8.8%)		\$ 36,802.74
		GRAND TOTAL		\$455,015.74

Unless agreeing to payment by credit card with no additional fee, payment shall be made via direct deposit/ACH (except as provided by state law) after receipt of the goods/services ordered. A completed ACH application is required before a City order will be issued. If the City objects to all or any portion of an invoice, it shall notify the supplier and reserve the right to pay only that portion of the invoice not in dispute. In that event, all parties shall immediately make every effort to settle the disputed amount.

MINIMUM SPECS. CALLED FOR	TO BE SUPPLIED	EXCEPTIONS
ITEM# 4 LIGHTS (Unit# 428685)		
Service body to be equipped with all lights to be in compliance with FMVSS 108 Stop, tail, turn, and back-up lights recessed in rear panels of body plus all marker lights including the rear identification cluster. All lighting to be LED with factory installed wiring in sealed loom that will plug into the cab and chassis wiring using a weather proof plug.	B	
ITEM# 4 LIGHTS CONTINUED (Unit# 428685)		
All lighting to be LED with factory installed wiring in sealed loom that will plug into the cab and chassis wiring using a weather proof plug. Lights are to be installed & fully wired at time of delivery. Front Bulkhead equipped with a Star Model 9016 LED amber beacon light wired to a dash mounted "up fitter" switch and be equipped with a permanent placard style label. Beacon Light to be protected by a custom fabricated limb guard constructed of 3/8" steel round bar	B	
All wiring is to be encased in split loom with all wire connections to be of the heat shrink type.	B	
Service body and accessories to be installed per specifications stated in the above SERVICE BODY INSTALLATION AND PAINT section of the bid to be turnkey, ready for operation	B	
ITEM# 5: CUSTOM LOW DECK HEIGHT 304 STAINLESS STEEL PLATFORM BODY with head lift hoist, 9' hopper spreader body, mag chloride system, centralized hydraulic/control system and accessories per technical specifications to follow. (Unit# 428686)	B	
CUSTOM PLATFORM CONSTRUCTION (Unit# 428686)		
UNDERSTRUCTURE Stainless steel 8" structural steel channel longitudinal members to extend full length of platform plus front extensions as required to mount front mounted hoist. Longitudinal members to be notched for full width 3" stainless structural steel channel cross members on 12" centers. "Cut and nested" cross members will not be accepted. NO Exceptions. Cross sills are to interlock with longitudinal members to support the floor the full length and width of the floor of platform. Welded to the inside of the front and rear end rails are to be 3" X 3" X 3/8" stainless steel angle floor supports.	B	
SIDE AND END RAIL CONSTRUCTION Both side and end rails are to be fabricated of <u>in facing</u> stainless steel 5" structural steel channel. Side and rear end rails are to be equipped with 4" high X 7 Ga. thick formed stainless steel plate stake pockets designed to accept standard mill cut nom. 2 x 4 wood stakes. The first side stake pocket is to be located 12" on center from the front of the platform with the following stake pockets on 24" centers. The rear pockets are to be attached 12" on center in from each side with a 2 nd stake pocket 24" in from the outer pocket. Welded to outside of the side and rear stake pockets is to be a 3" x 1/4" stainless steel plate tie down rail.	B	

MINIMUM SPECS. CALLED FOR	TO BE SUPPLIED	EXCEPTIONS
FLOOR CONSTRUCTION The floor is to consist of 1/8" stainless steel treadplate with all cross seams 100% welded and skip welded along each side rail.	<i>B</i>	
ITEM# 5 BANGBOARD (Unit# 428686) Front Bulkhead shall be constructed of 2 overlapping stainless steel pieces. It shall have a formed recess, 6 1/8" deep by 11 5/8" wide, to house the trunnion mount hoist. The formed recess shall have chamfered 45deg corners on the two rear edges to reduce stress points (no exceptions). The Bangboard is to be equipped with a "slotted" visibility window A detailed engineering drawing of the design of the understructure, floor, and bangboard construction is to be provided with the bid response. Failure to provide drawing will be cause for immediate disqualification of the vendor's response.	<i>B</i>	
ITEM# 5 CUSTOM PLATFORM, CONTINUED (Unit# 428686)		
ITEM# 5 HOIST (Unit# 428686)		
HOIST Trunnion mounted Maillot Model CS90-4.5-3DA double-acting hoist cylinder or approved equal. Hoist to be equipped with a body up and a dump angle limit sensors Hoist to be rated approximately 8 tons capacity at 50 degree dump angle. Hoist cylinder to be double-acting (power up/power down). Hoist cylinder to be trunnion mounted in front of platform bulkhead. Hoist cylinder to be isolated from truck frame and platform body bending stresses with a "floating" cradle allowing the cylinder to pivot side to side. Hoist to be covered by a two (2) year warranty. A detailed engineering drawing of the design of the floating mounting cradle is to be provided with the bid response. Failure to provide drawing will be cause for immediate disqualification of the vendor's response.	<i>B</i>	
ITEM# 5 LIGHTS (Unit# 428686)		
Custom platform body to have all lights to be in compliance with FMVSS 108 L.E.D. Stop, tail, turn, and back-up lights plus all marker lights including the rear identification cluster to be recessed in a stainless steel rear light panel located below rear rail of platform Front Bulkhead equipped with a Star Model 9016 LED amber beacon light wired to a dash mounted "upfitter" switch and be equipped with a permanent placard style label. Beacon Light to be protected by a custom fabricated limb guard constructed of 3/8" stainless steel round bar All wiring is to be encased in split loom with all wire connections to be of the heat shrink type with all wiring terminating in junction boxes, <u>one located on the platform and the other on the chassis frame.</u> All wiring connections are to be sealed/waterproof. Use of 3M style quick connects will cause immediate rejection of vehicle.	<i>B</i>	
ICC BUMPER / BUCKPLATE HITCH Provide and install <u>Buck Plate Style Class IV, 2" receiver hitch / ICC bumper with 6-way Round Pin trailer plug receptacle</u> with L.E.D. stop, tail, turn, license plate lights recessed in hitch buck plate. The bidder is to provide an adjustable height pintle hitch mount and a 2" combination ball/pintle hitch complete with receiver	<i>B</i>	

MINIMUM SPECS. CALLED FOR	TO BE SUPPLIED	EXCEPTIONS
ICC BUMPER / BUCKPLATE HITCH (Continued) tube hitch pin. Location of Hitch/I.C.C. bumper to not interfere with operation of hoist. Design of Hitch/ICC bumper to be finalized at the mandatory Pre-build meeting. NO EXCEPTIONS	B	
Item #5 INSTALLATION INSTRUCTIONS		
Between top of truck frame and longitudinal members of platform installer to provide vulcanized rubber cushion strips.	B	
Vendor to supply detailed concept drawing and weight distribution of proposed custom low profiles stainless steel body showing location and type of lights and design of bumper and receiver hitch and hitch recess folding cover. <u>Failure to provide drawing will disqualify vendor's response.</u>	B	
Mount fuel inlet to platform. Single tank, street side.		
ITEM#5 HOPPER SPREADER (Unit# 428686)	B	
This specification shall describe a 304 Stainless Steel 9' 4.0 cubic yard hydraulic driven V-box material spreader, capable of hauling and spreading free flowing granular materials. This unit shall consist of a 304 stainless steel body, rear discharge conveyor, spinner disc, power drive, and all components necessary to make a complete operating unit designed for medium duty trucks. Unit shall be manufactured in the USA by an ISO 9001:2008 certified company. To consist of the following	B	
ITEM#5 HOPPER <ul style="list-style-type: none"> • Inside length of 9 feet. • Inside width to be 70". • Overall height to be 45". • Side slope no less than 45° • Sides & ends are 12 gauge 304 Stainless Steel. • There shall be 4 built in lifting point (5/8" round stock) for attachment to platform and easy removal from truck 	B	
<ul style="list-style-type: none"> • 12 gauge 304 Stainless Steel feed gate (12.25" wide X 8" tall), lever operated, pin style lock control • Heavy duty, 4 section hinged top screens to be constructed of 1/4" x 2" angle with 1/4" diameter bar stock on a 3" diameter grid pattern. • Top screens to be powder coated black • All welds go through passivation process to ensure reformation of chrome oxide layer of stainless steel to optimize corrosion protection 	B	
ITEM#5 CONVEYOR (Unit# 428686)		
<ul style="list-style-type: none"> • 14 1/2" chain width, with all steel riveted, pintle type chain with 1/4" x 1" cross bars spaced on 4 5/8" centers. • Chain strength is 12,500 lbs./strand, 25,000 lbs. total (2.31 pitch) • 304 stainless steel 10 gauge chain shield to be replaceable • 304 stainless steel 10 gauge Inverted "V" • All sprockets are of high density cast iron, 6-tooth, self-cleaning • Drive sprockets are keyed to a 1-1/4" shaft with sealed ball bearings • Idler sprockets are assembled on a 1" shaft with sealed ball bearings • Idler shaft has 3" of adjustable for chain for proper tension. • Belt type chain wiper under rear lip to clean chain. 	B	
ITEM#5 CONVEYOR GEARCASE (Unit# 428686)		
<ul style="list-style-type: none"> • Housing is high tensile cast iron. Reduction ratio to be 20:1 • Gear is aluminum bronze alloy having minimum tensile strength of 90,000 lbs. • Input shaft to be 1" dia. Output shaft to be 1-1/4" diameter 	B	

MINIMUM SPECS. CALLED FOR	TO BE SUPPLIED	EXCEPTIONS
ITEM#5 CONVEYOR GEARCASE (Unit# 428686) (Continued)		
<ul style="list-style-type: none"> Gearcase to be driven by a 2.8 Cubic Inch displacement with a maximum continuous flow rate of 12 GPM 	<i>B</i>	
ITEM#5 SPINNER CHUTE ASSEMBLY (Unit# 428686)		
<ul style="list-style-type: none"> Chute assembly to be of 12 gauge 304 Stainless Steel enclosed design. All mounting and adjustment hardware shall be 304 stainless steel Two (2) 12 gauge 304 stainless steel baffles shall be positioned at the bottom of the spinner chute to direct flow of material onto spinner disc for directional spread pattern. Four (4) 12 gauge 304 stainless steel bottom spinner deflectors shall be overlapping to prevent loss of granular materials when the deflectors are raised, front deflector is fixed. Spinner disc to be 18" diameter x ¾" thick polyurethane with 6 directional fins. Spinner hub (4.75" x ¼") to be machined four bolt pattern with a 1" bore and a ¼" keyway. Spinner hydraulic motor shall mount above the spinner assembly. Bottom mounted motor <u>not acceptable</u>. Spinner hydraulic motor to be 2.8 Cubic Inch displacement with a maximum continuous flow rate of 12 GPM 	<i>B</i>	
ITEM#5 PAINT (Unit# 428686)		
<ul style="list-style-type: none"> All metal surfaces chemically cleaned to remove slag, splatter, oxide and oil. 304 stainless steel unpainted with non-304 stainless steel components painted black 	<i>B</i>	
ITEM#5 HOPPER SPREADER TIE DOWN KIT (Unit# 428686)		
<ul style="list-style-type: none"> Four (4) 2" nylon ratcheting straps tie down system set up to attach the sander hopper to the platform by means of the four (4) lifting points on the hopper and the tie down rail of the platform. 	<i>B</i>	
ITEM#5 HOPPER SPREADER LIGHTS (Unit# 428686)		
<ul style="list-style-type: none"> Front Bulkhead equipped with a Star Model 9016 LED amber beacon light wired to a dash mounted "up fitter" switch and be equipped with permanent placard style label. Beacon Light to be protected by a custom fabricated limb guard constructed of 3/8" steel round bar Light box to be constructed of .060 304 stainless steel measuring 44" long X 8" wide X 3" deep. Light box to consist of six (4) 4 ½" holes three on each side and three (3) 3" holes in the center. Back panel of the box (44" X 8") to be removable easier installation of wiring harness Light bar to include two (2) 4" round LED stop, tail and turn lights with grommet, and two (2) 4" round LED amber strobe light with grommet and three (3) 2 ½" LED red marker lights with grommet. A sealed wiring harness with a 12' lead will be provided with the light bar. Wiring harness to be integrated into the trucks wiring system with a weatherproof connector wired to the junction box mounted on the chassis 	<i>B</i>	

MINIMUM SPECS. CALLED FOR	TO BE SUPPLIED	EXCEPTIONS
ITEM#5 MAG CHLORIDE SYSTEM (Unit# 428686)		
<ul style="list-style-type: none"> • The vehicle is to be equipped with a single lane direct application mag chloride spray bar to be powered by electric pump system. • System to include a 7 GPM electric pump • System to include two 105 gallon polymer reservoirs (total of 210 gallons storage). Tanks to mount to hopper spreader. • Single lane mag chloride spray bar • Low pressure/empty tank light • In cab variable speed pump control • Pump enclosure provided to protect unit from the elements. 		
ITEM#5 CENTRALIZED HYDRAULIC SYSTEM (Unit# 428686)		
<ul style="list-style-type: none"> • P.T.O./hydraulic pump compatible with the Ford PTO provision (Provision must be ordered as part of the chassis) to provide up to 17 gallons per minute at 2,000 P.S.I. • Double-acting electric/hydraulic spool to operate the power up and power down hoist cylinder with cylinder port relief (set at 500 P.S.I.) on the down side of spool. • Hoist power up/power down functions to be operated by an dash mounted heavy duty rocker switch with Hoist Interlock and a body up indicator light • Single-acting electric/hydraulic spool to activate sander conveyor • Single-acting electric/hydraulic spool to activate the sander spinner • Sander functions operated by an in cab electric dual flow sander controller. 		
ITEM#5 HYDRAULIC RESERVOIR/VALVE ENCLOSURE (Unit# 428686)		
<ul style="list-style-type: none"> • Valve enclosure/reservoir to be constructed of 304 Stainless steel with sealed lid to protect valves and electrical connections. • Reservoir to have 15 Gallon capacity 		
<ul style="list-style-type: none"> • 11 Gallon per minute maximum integrated flow control. • In-Tank hydraulic oil return line filter rated to 26 gallons per minute • Suction liner filter • System pressure gauge integrally mounted to valve body. • Hydraulic oil level/temperature gauge provided • Valve enclosure/reservoir to mount to side of truck frame to minimize amount of free frame required. 		
ITEM# 6: 11'6" CONTACTOR STYLE DUMP BODY (Unit# 428627)		
ITEM# 6 CONTACTOR BODY CONSTRUCTION (Unit# 428627)		
<ul style="list-style-type: none"> • Floor to be constructed of one (1) piece 3/16" AR450 Hardox steel • Sides and ends constructed of 1/8" 100W Domex steel • 62" high front bangboard with integral 12" cab protector. Bangboard equipped with slotted visibility window and housing for hoist cylinder • Sides of body to be 12" high with minimum of two (2) intermediate vertical supports. Sides to be equipped with side board pockets (boards NOT included) • Tailgate to be 20" high and equipped with electric/air tailgate trip mechanism • Tailgate to be equipped with quick release lever to allow tailgate to drop similar to a pick-up tailgate • Truck to be equipped with a 12 volt industrial grade air compressor, Firestone Industrial Products 2581 Air Command F3, or approved equal plus air storage tank with sufficient capacity for multiple cycles per hour. Viking V1003AT 1.5 Gallon Air Tank, or approved equal. 		

428686
Dave Randolph

Truck #40,731.30
Body #60,699.66
Total #101,430.96

Contract Automobile Request System (CARS)



Create Vehicle Quote

Contract & Dealer Information

Contract #: 05916 - Motor Vehicles [View Contract](#)

Dealer: Columbia Ford - W403

700 7th Avenue

Longview WA 98632

Dealer Contact: Marie Tellinghuisen

Dealer Phone: (360) 423-4321 Ext: 187

Dealer Email: orders@colford.com

Order Code	Vehicle Description	Base Price
2018-0914-0001	2018 Ford F550 4WD Cab and Chassis, Regular Cab, 145WB, 60CA, DRW, 18,000# GVWR (F5H/660A/145WB) View contract standard specifications	\$35,501.00

Options 2074.00

Truck Total 37,575.30

Tax 3156.30

Truck Total 40,731.30

Organization Information

Organization: -- Select your organization --

Email Address:

Final Vehicle Location: -- Select vehicle location city --

Internal Notes:

Color Options

Color Name	Qty
-- Select vehicle color --	<input type="text"/>
<input type="button" value="Add Color"/>	

Tax Exempt: ☐ Yes

Vehicle Options

Order Code	Option Description	Unit Price
<input type="checkbox"/> 2018-0914-0002	Information Only: Chassis Upfits (service bodies, flatbeds, dump bodies, cranes, snow plows, liftgates, etc.) are available and will be installed prior to vehicle delivery. To view, at bottom of page, check the box to the right of DISPLAY UPFIT OPTIONS. Do not mix-n-match between upfitters. (Allied Body Works #300-599) (PMI Truck Bodies #600-899) (Northend Truck Equipment #900-1199). Please contact dealer for pricing if upfit option desired is not currently offered.	\$0.00
<input type="checkbox"/> 2018-0914-0003	Credit for pickup from Dealer (Orders for Eastern Washington) (Deduct)(DLR) (Customer to provide mud flaps & trip permit)	(\$200.00)
<input type="checkbox"/> 2018-0914-0004	Credit for pickup from Dealer (Orders for Western Washington) (Deduct)(DLR) Customer to provide mud flaps & trip permit)	(\$75.00)
<input type="checkbox"/> 2018-0914-0005	Alternative Wheelbase, Regular Cab, 169WB, 84CA, 18,000# GVWR (F5H/169WB)	\$170.00
<input type="checkbox"/> 2018-0914-0006	Alternative Wheelbase, Regular Cab, 193WB, 108CA, 18,000# GVWR (F5H/193WB)	\$342.00
<input type="checkbox"/> 2018-0914-0007	Alternative Wheelbase, Regular Cab, 205WB, 120CA, 18,000# GVWR (F5H/205WB)	\$521.00
<input type="checkbox"/> 2018-0914-0008	Alternative Wheelbase, Extended Cab, 168WB, 60CA, 18,000# GVWR (X5H/168WB)	\$2,709.00
<input type="checkbox"/> 2018-0914-0009	Alternative Wheelbase, Extended Cab, 192WB, 84CA, 18,000# GVWR (X5H/192WB)	\$2,881.00

<input type="checkbox"/>	2018-0914-0010 Alternative Wheelbase, Crew Cab, 179WB, 60CA, 18,000# GVWR (W5H/179WB)	\$3,516.00
<input type="checkbox"/>	2018-0914-0011 Alternative Wheelbase, Crew Cab, 203WB, 84CA, 18,000# GVWR (W5H/203WB)	\$3,695.00
<input type="checkbox"/>	2018-0914-0012 GVWR Increase (19,000# GVWR, 4.88 RAR with Limited Slip)(Only available with Gas Engine and 145WB)(68U/X8L)	\$1,135.00
<input type="checkbox"/>	2018-0914-0013 GVWR Maximum (19,500# GVWR, 4.88 RAR with Limited Slip) (Only available with Gas Engine) (Not available with 145WB Gas Engine) (68M/X8L)	\$1,465.00
<input type="checkbox"/>	2018-0914-0014 GVWR Maximum (19,500# GVWR, 4.88 RAR with Limited Slip, High-Capacity Trailer Tow Package) (Increases GCW from \$2,024.00 31,000 Lbs to 40,000 Lbs) (Only available with Diesel Engine)(68M/X8L/535)	
<input type="checkbox"/>	2018-0914-0015 Alternative Engine, 6.7L 4-Valve OHV PowerStroke V8 Turbo Diesel B20 with manual push-button Engine-Exhaust Braking/TorqShift Six-Speed Automatic Transmission w/SelectShift (Includes 4.10 RAR, Dual 750CCA Batteries, 220-AMP Alternator, 18,000# GVWR) (99T/44W)	\$8,584.00
<input type="checkbox"/>	2018-0914-0016 Programmable Engine Idle Shutdown -- 5 minutes (Diesel Only)(86A)	\$243.00
<input type="checkbox"/>	2018-0914-0017 Programmable Engine Idle Shutdown -- 10 minutes (Diesel Only)(86B)	\$243.00
<input type="checkbox"/>	2018-0914-0018 Programmable Engine Idle Shutdown -- 15 minutes (Diesel Only)(86C)	\$243.00
<input type="checkbox"/>	2018-0914-0019 Programmable Engine Idle Shutdown -- 20 minutes (Diesel Only)(86D)	\$243.00
<input type="checkbox"/>	2018-0914-0020 Alternator, Dual, Extra Heavy Duty (Total 377 Amps)(Only available with Diesel Engine) (67B)	\$110.00
<input checked="" type="checkbox"/>	2018-0914-0021 Upfitter Interface Module (18A)	\$286.00
<input type="checkbox"/>	2018-0914-0022 Advanced Security Pack (includes SecuriLock Passive Anti-Theft System (PATS) and Inclination/Intrusion Sensors) (Must also order Power Equipment Group #90L/54K or XLT Trim Upgrade) (76Z)	\$59.00
<input type="checkbox"/>	2018-0914-0023 Utility Lighting System (LED Side Mirror Spotlights) (Must also order Power Equipment Group #90L/54K) (63A)	\$155.00
<input type="checkbox"/>	2018-0914-0024 Rear Inflatable Seatbelts (Only available with Crew Cab) (555)	\$180.00
<input checked="" type="checkbox"/>	2018-0914-0025 110V/400W Outlet (includes one in-dash mounted outlet) (if ordered with XLT Trim Upgrade and XLT 40/Console/40 Seat, also includes 2nd outlet in rear of console) (43C)	\$72.00
<input type="checkbox"/>	2018-0914-0026 Rear Window Defrost and Privacy Glass (fixed glass) (43B/924)	\$87.00
<input type="checkbox"/>	2018-0914-0027 Rear Window Defrost and Privacy Glass (includes Power Sliding Window) (Must also order Power Equipment Group #90L/54K) (Not available with Regular Cab) (435/924)	\$419.00
<input type="checkbox"/>	2018-0914-0028 Speed Limitation - 65 mph governed top speed (926)	\$77.00
<input type="checkbox"/>	2018-0914-0029 Speed Limitation - 75 mph governed top speed (927)	\$77.00
<input type="checkbox"/>	2018-0914-0030 LED Warning Strokes - Amber (includes center high-mounted stop light bar and two (2) hood mounted lights) (Includes Center High-Mounted Stop Lamp (CHMSL) (91S/59H)	\$652.00
<input type="checkbox"/>	2018-0914-0031 Extra Heavy-Duty Front End Suspension - max 7,500 lbs. Front GAWR (includes upgraded front axle) (If ordered with 6.8L V10 Gas Engine, can order 4.88 RAR Limited Slip Rear Axle if desired) (If ordered with Diesel Engine, MUST also order 4.30 RAR Limited Slip Rear Axle #X4L) (67P)	\$276.00
<input type="checkbox"/>	2018-0914-0032 Aft-Axle Frame Extension (42.4-inch frame extension increases AF dimension to 89.4 inches) (Only available with F450/F550 Regular Cab 145-inch Wheelbase) (63C)	\$110.00
<input type="checkbox"/>	2018-0914-0033 Aft-Axle Frame Extension (32.4-inch frame extension increases AF dimension to 79.6 inches) (Only available with F550 Regular Cab 169-inch Wheelbase) (63C)	\$110.00
<input type="checkbox"/>	2018-0914-0034 Operator Commanded Regeneration (OCR) with Active Regeneration Inhibit (Only Available with diesel)(98R)	\$243.00
<input checked="" type="checkbox"/>	2018-0914-0035 Power Take-Off (PTO) Provision with Mobile and Stationary PTO Modes (Available with 6.8L Gas or 6.7L Diesel) (62R)	\$270.00
<input type="checkbox"/>	2018-0914-0036 Electronic Shift-on-the-Fly (Only available with Diesel Engine)(213)	\$180.00
<input type="checkbox"/>	2018-0914-0037 Tires, Alternative All Terrain (225/70Rx19.5G BSW Traction: 4 Rear Traction, 2 Front A/S)(THB)	\$184.00
<input type="checkbox"/>	2018-0914-0038 Tires, Alternative, Max Traction (225/70Rx19.5G BSW, Front and Rear)(Not recommended for over-the-road applications; could incur irregular front tire wear and/or NVH)(TGB)	\$207.00
<input type="checkbox"/>	2018-0914-0039 Spare tire with wheel (includes hydraulic jack) (512/61J)	\$339.00
<input type="checkbox"/>	2018-0914-0040 Front Wheel Well Liners (factory) (61L)	\$174.00
<input type="checkbox"/>	2018-0914-0041 High-Capacity Trailer Tow Package (Includes 4.88 RAR Limited Slip Rear Axle and upgraded rear axle)(Increases GCW from 31,000 Lbs to 40,000 Lbs.)(Includes Trailer Brake Wiring Kit #531 unless Trailer Brake Controller #52B is ordered) (Only available with Diesel) (535/X8L)	\$908.00
<input type="checkbox"/>	2018-0914-0042 Trailer Brake Controller (verified to be compatible with electronic actuated drum brakes only, includes Smart Trailer Tow Connector) (N/A with Trailer Brake Wiring Kit #531)(52B)	\$261.00
<input type="checkbox"/>	2018-0914-0043 Trailer Brake Wiring Kit (N/A with Trailer Brake Controller #52B)(531)	\$43.00
<input checked="" type="checkbox"/>	2018-0914-0044 Limited Slip Rear Axle (4.88 RAR w/ gas, 4.10 RAR w/ diesel)(if also ordering 19,500# GVWR, 4.88 RAR Limited Slip axle is already included)(X8L/X4N)	\$349.00

<input type="checkbox"/>	2018-0914-0045 Heavy Service Front Suspension Package (Increases 400-500 lbs.)(67H)	\$121.00
<input type="checkbox"/>	2018-0914-0046 Extra Heavy Service Front Suspension Package (Increases 500-1,000 lbs.)(67X)	\$121.00
<input checked="" type="checkbox"/>	2018-0914-0047 Snow Plow Prep Package (maximum front springs upgrade)(473)	\$180.00
<input type="checkbox"/>	2018-0914-0048 Dual Fuel Tanks (40-gallon aft-of-axle and 28-gallon mid-ship) (Only available with Diesel Engine, relocates DEF tank to outside of frame rail) (Must also order either AM/FM/CD #585 or XL Value Package #96V) (N/A with SYNC)(65C)	\$604.00
<input type="checkbox"/>	2018-0914-0049 Fuel Capacity Decreased 28 Gallon Tank (Mid-Ship) (If ordered with diesel, relocates DEF tank to outside of frame rail) (N/A with Regular Cab 193WB or Crew Cab 203WB ordered with gas engines)(65M)	\$121.00
<input type="checkbox"/>	2018-0914-0050 Rapid-Heat Supplemental Cab Heater (only available with Diesel) (Must also order Dual Extra Heavy Duty Alternators w/ 377 Amps #67B) (N/A with Air-Condition Delete)(41A)	\$243.00
<input checked="" type="checkbox"/>	2018-0914-0051 Cab Steps, Regular Cab (6in Angular Black Running Boards)(18B)	\$310.00
<input type="checkbox"/>	2018-0914-0052 Cab Steps, Extended or Crew Cab (6in Angular Black Running Boards)(18B)	\$430.00
<input type="checkbox"/>	2018-0914-0053 Cruise Control (525)	\$227.00
<input type="checkbox"/>	2018-0914-0054 Daytime Running Lights (replaces standard on/off configuration) (942)	\$43.00
<input checked="" type="checkbox"/>	2018-0914-0055 Engine Block Heater (41H)	\$87.00
<input type="checkbox"/>	2018-0914-0056 Backup Alarm (76C)	\$134.00
<input type="checkbox"/>	2018-0914-0057 Skid Plate, Transfer Case (Not available with Regular Cab) (41P)	\$97.00
<input type="checkbox"/>	2018-0914-0058 Power Equipment Group (Regular/Extended Cabs) [Includes manual-folding, manually-telescoping trailer tow mirrors with power heated glass and integrated clearance lamps/turn signals, power windows, power door locks, remote keyless entry] (Includes (4) RKE Fobs w/ Integrated Key) (90L/54K)	\$1,198.00
<input type="checkbox"/>	2018-0914-0059 Power Equipment Group (Crew Cabs) [Includes manual-folding, manually-telescoping trailer tow mirrors with power heated glass and integrated clearance lamps/turn signals, power windows, power door locks, remote keyless entry] (Includes (4) RKE Fobs w/ Integrated Key) (90L/54K)	\$1,402.00
<input type="checkbox"/>	2018-0914-0060 AM/FM/CD/MP3(585)	\$266.00
<input type="checkbox"/>	2018-0914-0061 SYNC Voice-Activated Communications System (Includes 911 Assist, 4.2in LCD center stack screen, AppLink, one (1) smart-charging USB port, AM/FM/CD/MP3) (91M)	\$353.00
<input type="checkbox"/>	2018-0914-0062 XL Value Package (includes 4.2in center stack screen AM/FM/CD/MP3 #585, Cruise Control #525, chrome front bumper) (96V)	\$696.00
<input type="checkbox"/>	2018-0914-0063 Remote Start System (Must also order Power Equipment Group #90L/54K)(76S)	\$243.00
<input checked="" type="checkbox"/>	2018-0914-0064 Rearview Camera and Prep Kit (includes loose camera, wiring bundle, electrochromic mirror w/ video display) (Must also order AM/FM/CD #585 or XL Value Package #96V) (872) (Info: Upfitters offer rearview camera installation with body orders)	\$400.00
<input type="checkbox"/>	2018-0914-0065 Center High-Mounted Stop Lamp (CHMSL)(59H)(No-charge)	\$0.00
<input type="checkbox"/>	2018-0914-0066 Alternative Seat, Vinyl 40/Floor Tray/40 (Regular Cab Only)(TTL)	\$343.00
<input type="checkbox"/>	2018-0914-0067 Alternative Seat, Cloth 40/20/40 (Reg/Ext Cab Only)(TT1)	\$97.00
<input type="checkbox"/>	2018-0914-0068 Alternative Seat, Cloth 40/floor tray/40 (Regular and Extended Cab) (TT4)	\$497.00
<input type="checkbox"/>	2018-0914-0069 Alternative Seat, Cloth 40/floor tray/40 (Crew Cab) (TT4)	\$593.00
<input type="checkbox"/>	2018-0914-0070 Alternative Seat, Cloth 40/20/40 (Crew Cab)(TT1)	\$303.00
<input type="checkbox"/>	2018-0914-0071 VSO Special Paint, Vermillion Red (add 30 days)	\$581.00
<input type="checkbox"/>	2018-0914-0072 VSO Special Paint, School Bus Yellow (add 30 days)	\$751.00
<input type="checkbox"/>	2018-0914-0073 VSO Special Paint, Green Gem (add 30 days)	\$581.00
<input type="checkbox"/>	2018-0914-0074 XLT Upgrade (Regular Cab Only) [includes contents of Power Equipment Group #90L/54K, cloth front 40/20/40 split bench with 20% underseat storage and center armrest, four-way adjustable driver/passenger headrests, cloth sunvisors with mirrors, rear privacy glass, Cruise Control #525, SYNC Voice Recognition Communications System #91M, AM/FM/Single CD/MP3 #585, upgraded door trim with map pockets, full carpeting, carpeted floor mats, Trailer Brake Controller with Smart Trailer Tow Connector #52B, chrome front bumper and grille (663A/TT3)	\$3,516.00
<input type="checkbox"/>	2018-0914-0075 XLT Upgrade (Extended Cab Only) [includes contents of Power Equipment Group #90L/54K, cloth front 40/20/40 split bench with 20% underseat storage and center armrest, four-way adjustable driver/passenger headrests, cloth sunvisors with mirrors, rear privacy glass, Cruise Control #525, SYNC Voice Recognition Communications System #91M, AM/FM/Single CD/MP3 #585, upgraded door trim with map pockets, full carpeting, carpeted floor mats, Trailer Brake Controller with Smart Trailer Tow Connector #52B, chrome front bumper and grille (663A/TT3)	\$3,778.00
<input type="checkbox"/>	2018-0914-0076 XLT Upgrade (Crew Cab Only) [includes contents of Power Equipment Group #90L/54K, cloth front 40/20/40 split bench with 20% underseat storage and center armrest, four-way adjustable driver/passenger headrests, cloth sunvisors with	\$4,542.00

mirrors, rear privacy glass, Cruise Control #525, SYNC Voice Recognition Communications System #91M, AM/FM/Single CD/MP3 #585, upgraded door trim with map pockets, full carpeting, carpeted floor mats, Trailer Brake Controller with Smart Trailer Tow Connector #52B, chrome front bumper and grille (663A/TT3)

<input type="checkbox"/>	2018-0914-0077	XLT Only - Value Package (Regular Cab) (Must also order XLT Upgrade) (Includes autolock/unlock and SecuriCode keyless entry keypad on drivers side) (Regular Cab does NOT include power adjustable pedals or power driver seat) (17V)	\$1,411.00
<input type="checkbox"/>	2018-0914-0078	XLT Only - Value Package (Extended/Crew Cab) (Must also order XLT Upgrade) (Includes autolock/unlock, 8-way power drivers seat, power-adjustable pedals and SecuriCode keyless entry keypad on drivers side) (17V)	\$1,546.00
<input type="checkbox"/>	2018-0914-0079	XLT Only - Power-folding, PowerScope telescoping, power glass trailer tow mirrors with heat, turn signal, high-intensity LED security approach lamps, utility lighting system (LED side-mirror spotlights) (Must also order XLT Upgrade) (54F)	\$270.00
<input type="checkbox"/>	2018-0914-0080	XLT Only - Carpet Delete (replaces with black vinyl flooring) (Must also order XLT Upgrade) (166)	(\$47.00)
<input type="checkbox"/>	2018-0914-0081	XLT Only - Voice-activated navigation with HD and SiriusXM Traffic and Travel Link (Must also order XLT Upgrade and SYNC3 Upgrade #913) (21N)	\$551.00
<input type="checkbox"/>	2018-0914-0082	XLT Only - SYNC3 Upgrade (includes enhanced voice-recognition communication system with 8-inch LCD capacitive touchscreen in center stack with swipe capability, pinch-to-zoom capability if ordered with Navigation System #21N, AppLink, 911 Assist, two (2) smart-charging USB ports) (Must also order XLT Upgrade) (913)	\$435.00
<input type="checkbox"/>	2018-0914-0083	XLT Only - Adjustable Gas and Brake Pedals (Must also order XLT Upgrade) (62M)	\$116.00
<input type="checkbox"/>	2018-0914-0084	XLT Only - Cloth 40/Console/40 (Not available with Regular Cab) (Includes four-way adjustable driver/passenger headrests, driver side manual lumbar, flow-through console) (Must also order XLT Upgrade) (if ordered with 4WD, must also order Electronic Shift-on-the-Fly #213) (TT2)	\$912.00
<input checked="" type="checkbox"/>	2018-0914-0099	Warranty, Delayed Start (End-User submits request at www.fordwsd.com)	\$0.00
<input type="checkbox"/>	2018-0914-0200	200-299 Dealer Installed Options	\$0.00
<input type="checkbox"/>	2018-0914-0201	Stock Vehicle Upcharge (Call Dealer for Availability) (DLR)	\$250.00
<input type="checkbox"/>	2018-0914-0202	One (1) Extra RKE Fob w/ Integrated Key, programmed (Must also order Power Equipment Group #90L or XLT Trim Upgrade) (DLR)	\$205.00
<input type="checkbox"/>	2018-0914-0203	HD 850CCA Battery Upgrade (Only available with GAS Engines) (DLR)	\$189.00
<input checked="" type="checkbox"/>	2018-0914-0204	Floor Mats, HD Rubber Molded, Front (Weather Tech)(DLR)	\$120.00
<input type="checkbox"/>	2018-0914-0205	Floor Mats, HD Rubber Molded, Rear (Weather Tech) (DLR)	\$100.00
<input type="checkbox"/>	2018-0914-0206	Flare Kit, 3-piece triangle with storage box, for roadside emergency use (DLR)	\$54.00
<input type="checkbox"/>	2018-0914-0207	Fire Extinguisher, 2.5# Dry Chemical ABC Rated w/ Mounting Bracket, uninstalled (DLR)	\$35.00
<input type="checkbox"/>	2018-0914-0208	Undercoating (wheel wells) (DLR)	\$125.00
<input type="checkbox"/>	2018-0914-0209	Service Manual, CD (DLR)	\$221.00
<input type="checkbox"/>	2018-0914-0210	Service Wiring Diagram, Paper (DLR)	\$87.00
<input type="checkbox"/>	2018-0914-0211	Spotlight, 6in Clear Lens, Pillar Mounted, Driver Side (Unity) (DLR)	\$425.00
<input type="checkbox"/>	2018-0914-0212	Spotlight, 6in Clear Lens, Pillar Mounted, Passenger Side (Unity) (DLR)	\$425.00
<input type="checkbox"/>	2018-0914-0213	Spotlight, LED 6in Clear Lens, Pillar Mounted, Driver Side (Unity) (DLR)	\$560.00
<input type="checkbox"/>	2018-0914-0214	Spotlight, LED 6in Clear Lens, Pillar Mounted, Passenger Side (Unity) (DLR)	\$560.00
<input type="checkbox"/>	2018-0914-0215	Setina - PB400 Push Bumper, Aluminum, includes Mar Pad (DLR)	\$397.00
<input type="checkbox"/>	2018-0914-0216	Setina - PB450L4 Lighted Push Bumper, Aluminum, includes Mar Pad (red/blue/amber available) (DLR)	\$910.00

DISPLAY UPFIT OPTIONS ☐

Quote Totals

		Total Vehicles:	0
		Sub Total:	\$0.00
		8.4 % Sales Tax:	\$0.00
		Quote Total:	\$0.00
Vehicle Menu	Clear Form	Create Quote	



Major Equipment Repair and Replacement Reserve

Discussion Points

Criteria:

- Expenditures must be for the repair and replacement of assets that are not vehicles, or for assets not covered under specific reserves in the Parks Cumulative Reserve Fund. Intended uses include, but not necessarily limited to Pumps, Compressors, or other expensive equipment required to keep the asset in operation.
- Cannot be used for new equipment
- Replacement funds will be for assets that are near failure; or have already failed
- Costs must be greater than, or equal to \$20,000.

The current 7% fund balance reserve policy is based upon current year budget including capital and encumbrance carryovers. For example, the 2018 adopted budget is \$21,428,733, and assuming a carryover of \$2,200,000; the base upon which the 7% reserve would be calculated would total \$23,628,733. The 7% reserve would then be \$1,654,011.

A proposed 5% fund balance reserve would be \$1,181,437 – a difference of \$472,575. It is roughly this amount that is proposed to be transferred to the Parks Cumulative Reserve fund for the major equipment repair and replacement reserve.

Next Steps:

An SBO to grant expenditure authority in Fund 1400 to allow the transfer of the determined amount to Fund 1950 the Parks Cumulative Reserve Fund.

Amendment of the Park Board Financial Management Policy, Section 5.5.1 to change the fund balance reserve to 5%. It currently states:

The Park Board goal will be to maintain a reserve for emergencies, risk management and economic uncertainty equivalent to no less than seven percent (7%) of the annual operating budget.

Information Technology Projects

Status Report January 9, 2018

Golf Software:

- No updates at this time.

Capital Program Software:

- No updates at this time.

Board Member Computers/e-mail accounts/file storage:

City of Spokane Park Board Member e-mail accounts automatically expire every 3-months. Passwords must be reset, before the date they expire. Expiration dates are being tracked to provide the Board appropriate notification. **Park Board members are now required to use City e-mail accounts per policy ADMIN 5600-17-06. Account expiration dates attached.**

Urban Forestry Tree Permits:

- UF staff continues integration and transition support to community arborists.

Replacement system for Class Software:

Schedule of Procurement Activities:

✓ Issue Request for Proposal	4/25/17
✓ Question and answer period	4/25/17-5/08/17
✓ Proposals due	5/22/17
✓ Evaluate Proposals	5/23/17-6/02/17
✓ Firm Demonstrations	6/26/17-6/30/17
✓ <i>Staff De-brief of demos</i>	7/12/17
✓ <i>Reference Checks</i>	7/12/17-9/15/17
✓ Negotiate Contract/Legal Review	9/18/17-10/20/17
✓ Finance Committee	11/07/17
✓ Contract Award @ Park Board	11/09/17
✓ Kick-off call with CivicPlus	12/21/17
Project implementation timeline	1/12/18
Emphasis to be live for Carrousel opening	4/22/18