



**CITY OF NEWPORT
COUNCIL WORKSHOP MEETING
NEWPORT CITY HALL
APRIL 5, 2012
IMMEDIATELY FOLLOWING REGULAR CITY COUNCIL MEETING**

MAYOR: Tim Geraghty
COUNCIL: Tom Ingemann
Bill Sumner
Tracy Rahm
Steve Gallagher

City Administrator: Brian Anderson
Supt. of Public Works: Bruce Hanson
Chief of Police: Curt Montgomery
Fire Chief: Mark Mailand
Executive Analyst: Renee Helm

AGENDA

1. Roll call
2. Administrator's Report
 - A. Discussion Regarding Police Department Squad Car Purchase
 - B. iPad Training
3. Adjournment



MEMO

TO: Mayor and City Council
Brian Anderson, City Administrator

FROM: Scott Freemyer, Police Officer

DATE: April 2, 2012

SUBJECT: Police Department Squad Purchase

BACKGROUND

The City currently has six (6) Police vehicles in its fleet. The vehicles range in years from 1998 to 2009. The Police Department puts about 80,000 miles a year on the squads. In 2012, the 1998 squad car was approved to be replaced in accordance with the City's Equipment Capital Improvement Plan (CIP). Ford is discontinuing their Ford Crown Victoria line of police vehicles. Below is information on four different squad cars to replace the 1998 Ford.

DISCUSSION

The police department received quotes for four different squad cars. A quote from Emergency Automotive Technologies Inc. for \$13,342.26 is attached to this memo and is for outfitting the new squad car. EATI sets up and installs equipment in the squad cars. EATI provided quotes on the equipment need for the squad car. The prices are state bid prices, which mean that they are the lowest cost available. EATI is located in Oakdale and they will send somebody out to fix or repair any equipment that was bought or installed by them. The City will need to purchase new equipment for the squad car because none of the current equipment will fit in any of the new squad cars. I received quotes for a Chevy Impala, Dodge Charger, Ford Sedan, and Ford Utility. Attached for your review are the four quotes for the vehicles and the quote from EATI. The only other added cost that you don't have a quote for is from Advanced Graphics. The graphics will cost \$350. Advanced Graphics was chosen for their uniqueness and professional looks. The City has used Advanced Graphics in the past and recommends that they be used again. The City will choose the graphics from a list of designs, which will save the City money.

The Chevy Impala comes in with the lowest base price at \$21,529.20. The Chevy Impala is a front wheel drive vehicle. The front ends of the Impala do not have the durability needed for every day patrol duties. Other cities have tried the Impala and have been moving away from them over the last couple years. The smaller interior space is also an issue.

The Dodge Charger is the second lowest base price at \$22,859. There are several issues with the Charger such as gas mileage, visibility, and its ability to handle snow and ice. Additionally, the City will need to purchase a molded back seat at a cost of \$1,800 if it were to purchase this vehicle.

The last two vehicles are from the 2013 Ford Police Vehicles line up. I received quotes on the Ford Sedan, which has a base price of \$25,839.61, and the Ford Utility, which has a base price of \$26,563.82. Both of the models have all wheel drive, which will eliminate the need to purchase a vehicle with four wheel drive in the future. Both models also have better gas mileage than the Chevy Impala and Dodge Charger.

One of the Public Works employees is a former Ford mechanic, who will help with the general upkeep of the vehicles. The Utility vehicle will allow the City to store equipment in the vehicle rather than the truck, which will help save wear and tear on the electronics that are normally stored in the trunk of squads. It will give the officers more room and be safer to work in.

Fully outfitting the Ford squad car will cost \$13,342.26, bringing the total cost of the Ford squad car to \$40,256.08. This is approximately the same cost to outfit the Chevy Impala and Dodge Charger given their specific needs. The 2012 Equipment CIP was approved at the December 1, 2011 City Council meeting and had the new squad car on there at a cost of \$48,000. The proposed squad car will cost approximately \$40,256.08, which is \$7,744 less than what was budgeted. The 2011 year-end Financial Report states that the City has \$218,803 in the Equipment Revolving Fund to pay for such purchases.

RECOMMENDATION

It is recommended that the City purchase the 2013 Ford Utility at a total cost of \$40,256.08.

EMERGENCY AUTOMOTIVE TECHNOLOGIES, INC.

2755 GENEVA AVE. N
 OAKDALE, MN 55128
 USA

QUOTATION

Quote Number: AW030112-42

Quote Date: Mar 1, 2012

Page: 1

Voice: 651 765-2657
 Fax: 651 765-2660

Quoted To:
NEWPORT POLICE DEPARTMENT 596 7TH AVE NEWPORT, MN 55055

Customer ID	Good Thru	Payment Terms	Sales Rep
NEWPORT POLICE	3/31/12	Net 30 Days	ALW

Quantity	Item	Description	Unit Price	Amount
		FOR OUTFITTING OF 2013 FORD POLICE INTERCEPTOR UTILITY		
1.00	LIBERTY MN SPEC RB	WHELEN LIBERTY LIGHTBAR - RED/BLUE - WITH FLASHING ALLEY LIGHTS AND TAKEDOWN LIGHTS, SPECIFY MOUNT KIT	1,205.00	1,205.00
1.00	STPKT83	WHELEN LIGHTBAR STRAP KIT FOR 2011+ FORD EXPLORER		
1.00	10VSRP-SPEC SUV	SETINA MODEL 10VSRP RECESSED PANEL PARTITION FOR 2013 FORD POLICE INTERCEPTOR UTILITY	607.20	607.20
1.00	2-PC LOWER EXTENSION	2-PIECE LOWER EXTENSION PANEL FOR RECESS STORAGE PANEL PARTITION	55.20	55.20
1.00	12-VS LEXAN	SETINA REAR COMPARTMENT PARTITION WITH STATIONARY SCRATCH RESISTANT POLYCARBONATE WINDOW FOR 2013 FORD POLICE INTERCEPTOR UTILITY	351.20	351.20
1.00	PB400VS	SETINA PB400 STEEL PUSH BUMPER F/2013 FORD POLICE INTERCEPTOR UTILITY	239.20	239.20
1.00	FREIGHT-INBOUND	INBOUND FREIGHT CHARGE FOR SETINA PRODUCTS	125.00	125.00
			Subtotal	Continued
			Sales Tax	Continued
			Freight	
			TOTAL	Continued

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 NEWPORT, MN 55055

Customer ID	Good Thru	Payment Terms	Sales Rep
NEWPORT POLICE	3/31/12	Net 30 Days	ALW

Quantity	Item	Description	Unit Price	Amount
1.00	SA315P	SA315P WHELEN SIREN SPEAKER (REPLACED SA314P) BLACK PLASTIC 01-0884777-00A	213.50	213.50
1.00	SAK9	SAK9 SA-315 UNIVERSAL/SWIVEL BAIL TYPE MOUNT KIT 01-046A240-000 REPLACED SABKT9	22.43	22.43
1.00	295SLSA6	WHELEN MODEL 295SLSA6 SIREN WITH 3 POSITION PROGRAMMABLE SLIDE SWITCH 6 PROGRAMMABLE PUSH BUTTONS, 2 - 100 WATT SIREN SPEAKER OUTPUTS	408.20	408.20
1.00	VTX609R	VERTEX HIDEAWAY LED MODULE, SELF CONTAINED SINGLE LAMP WITH 9' CABLE - RED	87.50	87.50
1.00	VTX609B	VERTEX HIDEAWAY LED MODULE, SELF CONTAINED SINGLE LAMP WITH 9' CABLE - BLUE	87.50	87.50
2.00	VTX609C	VERTEX HIDEAWAY LED MODULE, SELF CONTAINED SINGLE LAMP WITH 9' CABLE - CLEAR/WHITE	87.50	175.00
1.00	C-VS-1400-INUT	HAVIS EQUIPMENT CONSOLE FOR 2013+ FORD POLICE INTERCEPTOR UTILITY - 14" ANGLED CONSOLE - SHALLOW DEPTH - SPECIFY EQUIPMENT	192.50	192.50
			Subtotal	Continued
			Sales Tax	Continued
			Freight	
			TOTAL	Continued

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Customer ID	Good Thru	Payment Terms	Sales Rep
NEWPORT POLICE	3/31/12	Net 30 Days	ALW

Quantity	Item	Description	Unit Price	Amount
1.00	C-EB40-WS2-1P	BRACKETS - MUST DRILL OEM TUNEL PLATE		
1.00	C-EB25-XTL-1P	C-EB40-WS2-1P 4" (1 PC) EQUIP. MTG. BRACKET		
1.00	C-CUP2-E-C	C-EB25-XTL-1P HAVIS SHIELDS EQUIPMENT BRACKET	25.90	25.90
1.00	C-HDM-204	DUAL CUPHOLDER EXTERNAL FOR AS SERIES HAVIS SHIELDS CONSOLES REPLACES C-CH-2 & C-CH-2-XL	118.30	118.30
1.00	C-MD-102	HD TELESCOPING POLE - SIDE MOUNT - 8.5" TO 13.25" HIGH - WITH SHORT HANDLE	220.42	220.42
1.00	UT-X	HAVIS HD SWING ARM WITH MOTION ATTACHMENT - SELF-LOCKING SWIVEL WITH SLIDE-OUT SWING ARM AND TILT-SWIVEL MOTION ATTACHMENT	193.14	193.14
1.00	TAD8RB	HAVIS/LED CO UNIVERSAL LAPTOP MOUNT, LOCKING UT-X	430.95	430.95
1.00	DBKT4	SPECIAL ORDER. DOMINATOR TIR3 8 LAMP TRAFFIC ADVISOR WITH FLASHING END MODULES- RED/A/A/A/A/A/BLUE, 15' CABLE ANGLE MOUNT BRACKET KIT FOR DOMINATORS	14.30	14.30
			Subtotal	Continued
			Sales Tax	Continued
			Freight	
			TOTAL	Continued

EMERGENCY AUTOMOTIVE TECHNOLOGIES, INC.
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 OAKDALE, MN 55128
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Customer ID	Good Thru	Payment Terms	Sales Rep
NEWPORT POLICE	3/31/12	Net 30 Days	ALW

Quantity	Item	Description	Unit Price	Amount
1.00	46985	CIRCUIT BREAKER - 100AMP - MANUAL RESET - MANUAL TRIP	36.92	36.92
1.00	A - STANDARD	A HARNESS ENGINE TO DASH	53.55	53.55
1.00	46095	POWER DISTRIBUTION - 2 J-CASE FUSE HOLDER - 1 SWITCHED OUTPUT - 1 CONSTANT OUTPUT - WITH STUD INPUT/OUTPUTS - INCLUDES 2 FUSES AND PIGTAIL	29.95	29.95
1.00	EX-MISC SUPPLY	STANDARD SHOP SUPPLIES FEE FOR GENERAL INSTALLATION AND WIRING MATERIALS	25.00	25.00
1.00	LABOR GOVMNT FLEET	GOVERNMENT FLEET LABOR RATE FOR UPFIT OF 2013 FORD POLICE INTERCEPTOR UTILITY	1,195.00	1,195.00
1.00	STRIP	STRIP EQUIPMENT FROM VEHICLE, RESTORE HEADLIGHT AND HORN FUNCTIONS, PLUG HOLES	165.00	165.00
1.00	ENT2B3R	SOUND OFF INTERSECTOR SUPER LED LIGHT KIT - INCLUDES 1 LIGHT WITH MOUNTING GASKET AND INLINE FLASHER, CUSTOM WEDGES, SURFACE ADAPTOR - RED LED - CLEAR LENS	145.20	145.20
1.00	ENT2B3B	SOUND OFF INTERSECTOR SUPER LED LIGHT KIT - INCLUDES 1 LIGHT WITH	145.20	145.20
Subtotal				Continued
Sales Tax				Continued
Freight				
TOTAL				Continued

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Customer ID	Good Thru	Payment Terms	Sales Rep
NEWPORT POLICE	3/31/12	Net 30 Days	ALW

Quantity	Item	Description	Unit Price	Amount
1.00	WATCHGUARD	MOUNTING GASKET AND INLINE FLASHER, CUSTOM WEDGES, SURFACE ADAPTOR - BLUE LED - CLEAR LENS MN STATE CONTRACT WATCHGUARD VIDEO SYSTEM FOR 2013 FORD POLICE INTERCEPTOR - ***ACTUAL PRICE TO BE DETERMINED ONCE WATCHGUARD RELEASES BRACKET KIT***	4,895.00	4,895.00
1.00	EX-MISC SUPPLY	MPH BEE III RADAR	1,879.00	1,879.00
			Subtotal	13,342.26
			Sales Tax	
			Freight	
			TOTAL	13,342.26



POLAR



THANE HAWKINS POLAR CHEVROLET

1801 E. County Rd. F, White Bear Lake, MN 55110 (651) 429-7791

Phone: 612.750.1275 Fax: 651.653.5511 Toll-Free: 866.299.8188

March 5, 2012

City of Newport
1100 Bailey Road
Newport, MN 55055
Attn: Officer Freemyer

Regarding your request for a contract price for a 2012 Chevrolet Impala 9C1 Police Car, we have itemized the information you require:

STATE CONTRACT 38244:

ITEM/MODEL:

Base Chevrolet Impala 1WS19 9C1 marked **\$20,336.70**

CONTRACT EQUIPMENT:

3.6 liter 302hp gas/E85 V6	included
6 spd electronic automatic trans	included
Full-size spare tire	included
AM/FM Stereo CD radio	included
Driver's side spotlight	included
Engine block heater	included
Full floor carpeting with removable floor mats	included
HD cloth front bucket seats W/O console	included
HD cloth rear bench seat	included
6 way power seats, driver and passenger	included
Power windows/locks/power mirrors	included
Rear interior door handles inoperative	included
Bodyside moldings	included
Front and side airbags, driver and passenger	included
Side Curtain airbags all seat rows	included
Remote keyless entry	included
Daytime running lamps	included

REVISIONS REQUESTED:

Heavy duty vinyl rear bench seat	N/C
Third additional programmed key only	45.00
Full vinyl floor in lieu of carpeting	76.50
Rear window shelf lamps	204.00
Rear trunk shelf equipment tray	255.00

Specializing in State, county and local municipal sales

Grille lamps & speaker wiring	76.50
Horn/siren wiring	29.75
All rear interior controls disabled	51.00
Interior lamps inoperative	N/C
Heated exterior mirrors	51.00
Factory wired front & rear flashers	318.75
Delete daytime running lamps	N/C
Auxiliary interior dome lamp	85.00
Standard ext/Ebony int	N/C

TOTAL VEHICLE PRICE: **\$21,529.20****

****please note: we have been notified that orders for this truck must be in their hands no later than *Thursday April 19, 2012*. This date is subject to change by GM at anytime.**

APPROXIMATE DELIVERY:

90 days A.R.O.

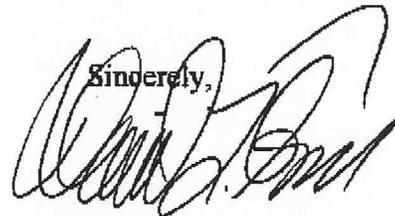
IF YOU PURCHASE-WE NEED:

EXTERIOR COLOR CHOICE

PURCHASE ORDER *OR* LETTER OF PURCHASE

We are proud to point out that this pricing includes the standard Chevrolet powertrain warranty of **5 years or 100,000 miles**, whichever comes first. There is *no* deductible on this coverage.

Thank you for your consideration.

Sincerely,


David L. Thomas
Fleet Sales Manager

Specializing in State, county and local municipal sales

2012 Price Quote

2012 DODGE CHARGER V-8 - POLICE PACKAGE		Responder must indicate dollar amount of (+ or -) in appropriate column.		
ITEM NUMBER	OPTION LIST "A"	FACTORY AVAILABLE	DEALER INSTALLED	Add or Delete Options (Copy and Paste)
	WILL NOT BE A FACTOR IN THE AWARD			
1	Vinyl rear seat in lieu of cloth rear seat - Bench (X5DV)	\$ 107.00		\$ 107.00
2	DELETE: Immersion engine block heater (NHK)	\$ (45.00)		
3	DELETE: Full size spare tire and wheel with battery cover and cargo compartment floor mat (TBW)	\$ (142.00)		
4	Black vinyl floor covering in lieu of carpeting (CKJ).	\$ 89.00		\$ 89.00
5	Spotlights: a. Dual pillar mounted spotlights with 6" clear Halogen bulb. (LNA) b. DELETE: Left side spotlight (LNF)	\$ 178.00 \$ (178.00)		
6	Single key locking system; all cars keyed alike. (WINFOBLK SYSTEM)	\$ 36.00		
7	Side seat mounted and side curtain air bags front and rear passenger (CGS)	Standard		
8	Daytime running lamps (LMK)	Standard		
9	ADD: Full factory wheel covers to Group 1 car - bolted (W8A).	\$ 27.00		
8	LED SPOT LAMPS			\$ 134.00
11	DELETE: Center Tunnel Equipment Mounting Platform (XFX).	N/C		
12	Total Selected Options per contract Pricing \$50 Deductible Extended warranty: Describe options & costs to 100,000 miles. (Must be from the manufacturer) (5Yr/100000 Mile Powertrain Warranty already included)	\$ 330.00		
		3YR/60000	Added Care	\$1,695
		6Yr/60000	Added Care	\$1,765
		5Yr/75000	Added Care	\$1,995
		3YR/60000	Max Care	\$1,980
	6Yr/60000	Max Care	\$2,080	
	5Yr/75000	Max Care	\$2,240	
13	CONNECTIVITY GROUP AAJ	\$ 352.00		
14	LED SPOT LAMPS M/H LNF	\$ 134.00		\$ 134.00
		W/LN, \$ 267.00		

2012 DODGE CHARGER V-8 - POLICE PACKAGE	Price for One (1) unit per specification - DELIVERED
New 2012 Production Model, 4-Door with Police Package	

Total Options selected >

\$ 22,529.00 Contract#23339 Price

\$ 330.00

equals \$ 22,859.00 Total Delivered Price

2012 Price Quote

VEHICLE MUST INCLUDE ALL STANDARD BASE PACKAGE FEATURES PLUS ITEMS LISTED BELOW IF NOT PART OF THE STANDARD BASE PACKAGE:

2012 DODGE CHARGER V-8 - POLICE PACKAGE		Vendor is required to acknowledge understanding and compliance with each specification by initialing each item in the applicable column.		
ITEM NUMBER	REQUIRED EQUIPMENT LIST 4 DOOR SEDAN - 120" WHEELBASE	FACTORY AVAILABLE	DEALER INSTALLED	NOT INCLUDED OR NOT AVAILABLE
1	ENGINE - V-8, 5.7L HEMI; (with police pursuit calibration) (EZH)	x		
2	TRANSMISSION - AXLE - HD 5-speed automatic with overdrive; with external transmission cooler Calibrated for police performance use.	x		
3	SEATS - Colors to be coordinated with exterior and selected by the purchaser at the time of order. Front: Cloth HD 6 way driver's power bucket seat. Rear: Cloth bench.	x		
4	COLOR Shall be standard factory colors on marked Police Units - Standard colors to be selected at time of Purchase.	x		
5	Power steering with heavy duty cooler.	x		
6	Police service, HD power 4-wheel disc. Anti-lock brake system with all speed traction control	x		
7	Electronic Stability Program with Emergency Brake Assist	x		
8	Heavy duty 4 wheel independent performance suspension	x		
9	Tires: Five (5) Continental ContiProcontact P225/60R18 99V A/SP Balanced for High Speed at delivery. No substitutions allowed on tires and service ratings, except for manufacturer approved installed upgrades. Includes full size spare (TBW).	x	GoodYear Brand OEM	Note: Goodyear Brand OEM Tires Factory Inst
10	Interior hood release.	x		
11	Factory installed air conditioning. Manual with positive shutoff registers and driver and passenger temperature controls. NOTE: MUST have Refrigerant R-134A.	x x		
12	Tinted glass throughout. The tinted glass shall not interfere with the normal operation of any police radar speed detection device, and must allow the beam from the radar antenna to penetrate both the windshield and rear window.	x		
13	Dual electric remote left and right HEATED exterior mirrors. (GUK)	x		
14	Electric rear window defroster.	x		
15	Engine block heater, immersion type, 450 watt minimum. Heater cord to be routed through the grill area. (NHK)	x		

2012 Price Quote

Vendor is required to acknowledge understanding and compliance with each specification

ITEM NUMBER	2012 DODGE CHARGER V-8 - POLICE PACKAGE	Mark each item in the applicable column.		
	REQUIRED EQUIPMENT LIST 4 DOOR SEDAN - 120" WHEELBASE	FACTORY AVAILABLE	DEALER INSTALLED	NOT INCLUDED OR NOT AVAILABLE
16	Power deck lid release -	X		
17	Power windows with driver's lock-out control.	X		
18	Power door locks with the drivers and front passenger switches operation, with rear door handles inoperative. (CW6)	X		
19	Tilt steering column, stalk controls for washer/wiper, hi/low beams with flash to pass, turn signal and cruise control.	X		
20	Advanced multistage driver and right front passenger airbag.			
21	Interval windshield wipers with dual jet washers.	X		
22	Speedometer Police certified with trip odometer, 160 MPH min.	X		
23	Full color matched carpeting with HD factory front/rear floor mats.	X		
24	Single key locking system, all cars different. Three (3) keys must be supplied per vehicle. (WINFOBLK SYSTEM)	4Keys 4FOBS X		
25	Battery: Extra heavy duty. Maintenance free (800 CCA)	X		
26	HD Alternator/220 amp min., with idle speed boost for increased charging system output at idle.	X		
27	Electronic AM/FM Stereo radio with compact disc player with electronic digital clock.	X		
28	EPDM radiator & heater hoses	X		
29	Left Pillar mount 6" clear halogen bulb spotlight - Black (LNF).	X		
30	Radio Frequency Interference Suppression Package.	X		
31	Center instrument panel stack power connector, with three (3) 20 amp fused direct leads and three (3) 20 amp fused ignition leads.	X		
32	Police equipment interface module	X		
33	Operators and warranty manuals in each vehicle.	X		
34	Center Tunnel Equipment Mounting Platform - XFX	X		
35	Overhead forward mounted mini console with map reading lights/sunglasses holder - LBG	X		

Midway Ford Commercial
Fleet and Government Sales
 2777 N. Snelling Ave.
 Roseville MN 55113



rhwoitas@hotmail.com

tswanson@rosevillemidwayford.com

Fax # 651-638-4880

Renee Woitas
 651-315-0960

Travis Swanson
 651-343-5212

2013 Ford Interceptor Sedan AWD

Vehicle will include the following required OEM equipment if not part of standard base package:

Automatic Transmission	Driver & Passenger Air Bags	Air Conditioning
AM/FM Radio	Power Locks and Windows	Side Air Bags
Cruise Control	4-Wheel ABS Brakes	Rear Window Defroster
Tilt Wheel		

Options	Code	Price	Select	Exterior Colors		Select
Front Headlamp Solution		\$772	x	YZ	Oxford White	x
Rear Light Solution	663	\$410	x	UA	Ebony	
Dark car Feature	13C	\$17	x	AQ	Arizona Biege	
Grille Lamp, Siren pre-wire		\$44	x	UX	Ingot Silver	
Driver's LED Spot Light		\$293	x	TM	Light gray	
100 Watt Siren	96P	\$251	x	BU	Medium Brown	
Rear Door INOP	18G	\$29	x	LM	Royal Blue	
Rear Power Window Delete		\$21	x	Interior Colors		
1435X Keyed Alike	43E	\$44	x			
Electronic Tray	62D	\$207	x	Extended Service Contracts		Cost
Trunk fan	97T	\$52	x			Select
Noise Supression Bonds		\$82	x			
Option Total		\$2,222				

More time and mileage options available

	Totals	You must have a active FIN code to participate in this purchase contract : FIN code # _____
Base Price	\$23,617.61	Purchase Order required prior to order placement
Options Price Totals	\$2,222.00	
Extended Warranty		Payment due upon agreed vehicle acceptance
Transit Impr Excise Tax		
Tax Exempt Lic		
Other		Name of Organization
Document fee		
Sub total per vehicle	\$25,839.61	Address
Number of Vehicles	1	
Grand Total for all units	\$25,839.61	City, State, Zip
		Contact Person/ Phone #
PO Number		
		Contact's e-mail address and fax #
Acceptance Signature		Midway Ford Acceptance Signature
		Date

Midway Ford Commercial
Fleet and Government Sales
 2777 N. Snelling Ave.
 Roseville MN 55113



rhwoitas@hotmail.com

tswanson@rosevillemidwayford.com

Fax # 651-638-4880

Renee Woitas
 651-315-0960

Travis Swanson
 651-343-5212

2013 Ford Interceptor Utility AWD

Vehicle will include the following required OEM equipment if not part of standard base package:

Automatic Transmission	Driver & Passenger Air Bags	Air Conditioning
AM/FM Radio	Power Locks and Windows	Side Air Bags
Cruise Control	4-Wheel ABS Brakes	Rear Window Defroster
Tilt Wheel		

Options	Code	Price	Select	Exterior Colors		Select
Rear Lighting Solution	66C	\$384	x	YZ	Oxford White	x
Dark Car Feature	43D	\$16	x	UA	Ebony	
Red/White Dome	17T	\$43	x	AQ	Arizona Biege	
Driver's LED Spot	51R	\$333	x	UX	Ingot Silver	
Solar Tinted Glass	92G	\$101	x	TM	Light gray	
Rear Door Inop	68G	\$29	x	BU	Medium Brown	
Rear Window Inop	18W	\$21	x	LM	Royal Blue	
1435X Keyed Alike	59E	\$43	x	Interior Colors		
Noise Supp. Bonds	60R	\$84	x	Extended Service Contracts		
					Cost	Select
Option Total		\$1,054				

More time and mileage options available

Base Price	Totals	You must have a active FIN code to participate in this purchase contract : FIN code # _____
Options Price Totals	\$25,509.82	Purchase Order required prior to order placement
Extended Warranty	\$1,054.00	
Transit Impr Excise Tax		Payment due upon agreed vehicle acceptance
Tax Exempt Lic		
Other		Name of Organization _____
Document fee		Address _____
Sub total per vehicle	\$26,563.82	City, State, Zip _____
Number of Vehicles	1	
Grand Total for all units	\$26,563.82	Contact Person/ Phone # _____

PO Number

Acceptance Signature

Contact's e-mail address and fax # _____

Midway Ford Acceptance Signature

Date



MEMO

TO: Mayor and City Council
Brian Anderson, City Administrator

FROM: Renee Helm, Executive Analyst

DATE: April 2, 2012

SUBJECT: iPad Training

The City recently purchased seven Apple iPads, third generation, for the City Council and two staff members. The City Council approved an iPad policy that allows the City Council to properly utilize the City-owned iPads. Per the policy, each iPad issued to the City Council members are the property of the City and shall be returned to the City Administrator at the end of their term. City Council members are responsible for the iPad that will be checked out to them at the April 5, 2012 City Council workshop. I will be going through a general training session at the workshop as well. Please find attached the approved policy. Please read through the policy and return the signed affidavit at the workshop.

NEWPORT IPAD POLICY

PURPOSE:

The purpose of this policy is to protect the City's iPads and its contents from being harmed by external individuals. This policy shall apply only to Council Members and advisory board members.

POLICY:

City-owned iPads issued to members of the City Council and advisory boards are the property of the City of Newport and shall remain the property of the City. Each member shall return the equipment to the City Administrator at the end of their term or as directed by the City Administrator for routine maintenance and upgrades.

It is the responsibility of the member to reasonably maintain and care for the electronic equipment while in their possession. If a member has any issues with their equipment, the member must immediately return the equipment to the City Administrator.

Members are allowed to:

- Send and receive emails.
- Review City related business documents provided by the City.
- Browse the internet for items related to City business.
- Check social media web sites for items related to City business
- Take and send pictures/video related to City business.

Members must not:

- Share password information with anyone else.
- Allow others to use the City's iPads.
- Circumvent, attempt to circumvent, or assist others in circumventing security controls in place to protect the privacy and integrity of data stored on the City's iPads.
- Knowingly download or install software or applications onto the City's iPads unless it has been approved by the City Administrator.
- Knowingly delete software, applications or documents from the City's iPads unless it has been approved by the City Administrator.
- Engage in activities that interfere with or disrupt network users, equipment or service.
- Engage in inappropriate uses, including:
 - Activities that violate State or Federal law/regulation
 - Wagering or betting
 - Harassment, threats to or defamation of others, stalking, and/or illegal discrimination
 - Fund-raising, private business, or commercial activity, unless it is related to the mission of the City
 - Storage, display, transmission, or intentional/solicited receipt of material that is or may be reasonably regarded as sexually explicit
 - Spamming through widespread dissemination of unsolicited and unauthorized email messages

If a member violates this policy in any way, their City-owned iPad will be taken away from them.

**CITY OF NEWPORT
iPad POLICY
SIGNED AFFIDAVIT**

I, _____ have read and agree to abide by the City of Newport's iPad Policy.

Signature

Title

Date