



BURLINGTON POLICE DEPARTMENT

1 North Avenue
Burlington, Vermont 05401

Michael E. Schirling
Chief of Police

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TO: **Board of Finance**

FROM: Lise E. Veronneau, Business Administrator 
BURLINGTON FIRE & POLICE DEPARTMENTS

DATE: August 9, 2011

RE: FY 12 Vehicle Purchase

The **Burlington POLICE Department** respectfully requests continuation of its vehicle replacement plan. However, Ford Motor Company is discontinuing the Crown Victoria model we have been purchasing and launching a new police cruiser known as the Police Interceptor. We will continue to contract with MHQ Municipal Vehicles to purchase these, but are intentionally avoiding purchasing the first year model and focusing FY 12 on the support vehicles.

Specifically, FY 12 vehicle purchase plan is for replacements on the Community Service Officer truck; Drug Unit vehicle; and Mobile Command vehicle.

We will defer purchase of the police cruisers till January 2013 as part of our FY 13 Vehicle Purchase to allow for proper testing of the Ford Police Interceptors and plan for purchase of the 2012 model.

Therefore, the **FY 12 vehicle purchase request** is for the following:

1. A **2011 Ford F-150 Supercab** 4WD truck for the Community Service Officer from **Formula Ford** in the amount of **\$23,997** along with \$1,200 for a fiberglass cap.
2. A pre-owned **certified used sport utility vehicle** in the amount range of **\$15,000**.
3. Looking to put a bid on a pre-owned vehicle from the Town of Colchester by month's end, or locate an alternative vehicle that will meet the needs of the agency.

The purchases will be incorporated into the *City Master Lease*.

With the vehicle replacement and rotation plan, it was agreed that for every vehicle purchased, a vehicle was off-loaded (removed from the fleet). In this way, the annual vehicle maintenance budget was not being asked to support more vehicles. This has proven to be successful in reducing the annual vehicle maintenance costs.

Working with the Department of Public Works, an equal number of vehicles as purchased have been identified as off-loads. We will sell (or trade-in) these vehicles and put the funds back in the vehicle maintenance account.

Additional backup documentation is available upon request. Thank you once again for continuing the Police Vehicle Replacement Plan.

CC:
Michael Schirling, Chief of Police
Andy Higbee, Deputy Chief
Rob Green, DPW

Respect ~ Honor ~ Remember

Officer James W. McGrath, end of watch May 12, 1904; Officer J. Albert Fisher, end of watch December 15, 1947



BURLINGTON POLICE DEPARTMENT
1 North Avenue
Burlington, Vermont 05401

TO: Lise Veronneau
Business Administrator

FROM: Sgt. Shawn Burke #179
Fleet Manager

SB

DATE: July 14th, 2011

SUBJECT: 2012 VEHICLE PURCHASE

During the planning for FY 2011 the police department proposed and subsequently purchased seven black and white patrol cars. This purchase was larger than budgeted due to the fact that Ford Motor Company was discontinuing the Crown Victoria model and launching a new police cruiser known as the Police Interceptor. This decision was based on a number of reasons to include; transfer of safety / lighting equipment which was already owned and to avoid a purchase of a number of first year models.

Having secured sufficient front line cruisers in FY 2011 the FY 2012 vehicle purchase looks to address other fleet needs tailored to the operation of the police department.

The first area of need related to this plan includes a truck for the Community Service Officers. Community Service Officers "CSO" are civilian police department employees that carry out a number of tasks for the police department which include; animal control, traffic control, lost / found property, paperwork service, equipment transport to name a few. When the CSO program began a need for a truck style vehicle was quickly identified due to the fact that they transport animals, traffic cones / barricades, found bicycles, and any number of other bulky items on a daily basis. The police department secured a 1998 Dodge Utility truck for this purpose. This truck has served the purpose well but its maintenance costs due to the age and pre existing condition of the truck has identified it as vehicle that should be off loaded in FY 2012. The 1998 Dodge is owned by the department and Mr. Green, DPW Fleet Manager, holds the title for this vehicle. Mr. Green estimated that the sale of this 1998 Dodge Truck would net approximately \$1,500 based on a fair market assessment.

The replacement plan for the CSO truck would include a purchase of a 2011 Fleet / Non Retail Ford F-150 Supercab 4WD truck. Mr. Green has already received four quotes from his vendors on such a vehicle. The low bid received was from Formula Ford for a purchase price of \$23,997.00. The police department would also be requesting \$1,200 additional to purchase a matching fiberglass cap for the truck. The cap is essential to secure equipment regularly carried by the CSOs and for the safety and security of the dozens of animals the CSOs carry each year. Please see the attached supporting documentation.

The second area of need related to the FY 2012 vehicle purchase is related to the Detective Service Bureau Drug Unit. The Drug Unit carries out all drug related investigations and operations to include undercover work. The Drug Unit employs a number of non traditional police vehicles to carry out this mission. One of the vehicles used in this capacity is a 1997 Honda CRV sport utility. The sport utility style vehicle works well in drug investigations as it serves well as a technical platform to operate hidden video cameras and

undercover recording devices. The 1997 Honda CRV will no longer pass State inspection. Mr. Green estimated that the 1997 Honda CRV would need approximately \$1,400 worth of work to pass inspection. The 1997 Honda CRV has a current estimated value of \$2,000 and Mr. Green feels that a \$1,400 investment is not worth while. The police department owns this vehicle and Mr. Green holds the title. Again, Mr. Green has estimated that the sale of this 1997 Honda CRV would net approximately \$2,000 based on a fair market assessment.

The replacement plan for the Drug Unit vehicle involves the purchase of a pre owned certified used sport utility. The department will identify a late model sport utility vehicle with a purchase price of \$15,000. The final purchase price for the vehicle will be discounted 5% from the NADA value as outlined in the State Bid. The current State of Vermont bid contract states that all used SUV purchase prices are to be minus 5% discount from the average retail value from the NADA guide. The identified vehicle will be a certified pre owned vehicle with a 12 month 12,000 mile warranty and has been inspected by DPW. This pre owned vehicle would suit the operational needs of the drug unit.

These two purchases would suit the short term FY 2012 fleet needs of the police department. Looking forward in FY 2012 there are two other vehicles on the horizon for replacement. The first vehicle is a converted 2005 Ford Crown Victoria which was converted from a black and white patrol car to an administrative vehicle. This vehicle will be paid off in July of 2011 and once the title is in hand the vehicle will be ready for off load. This vehicle has been identified by Mr. Green as a vehicle ready for off load based on its current mechanical condition and a forecast of its weaknesses moving forward. Mr. Green has estimated that the sale of this 2005 Ford Crown Victoria would net approximately \$1,500 based on a fair market assessment.

The replacement plan for this vehicle would involve a purchase of a 2012 Ford Police Interceptor. The purchase of the police interceptor would allow the department to get a first hand look at the new Ford product and provide a several month testing period before deciding which police vehicle to move to in the FY 2013 purchase of front line black and white patrol cars. At this stage the 2012 Ford Police Interceptor is not available and pricing is not available. Our current vendor has speculated that the vehicle would be available some time in the fall of 2011 and further speculated that the base cost of the vehicle would be in the \$25,000 range. The department would also be requesting additional funds to equipment this new vehicle when the formal proposal is brought forward.

The last fleet concern to be addressed in the FY 2012 purchase is the aging and ailing command truck. The police department has a 1995 Chevrolet retired ambulance that the department uses as a mobile command platform for a variety of police responses, planned and unplanned. The 1995 Chevrolet is in need of a lot of rust related body repair and also suffers a number of chronic mechanical issues.

I have begun discussions with Mr. Green on a replacement vehicle for the command platform. It is anticipated that another, late model, pre owned vehicle can be secured with the assistance and expertise of Mr. Green and the staff at DPW. These discussions are on going and decisions about a proposed equipped replacement vehicle will be brought forward once such vehicle has been identified which suits the operational needs of the police department.



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MEMO

TO: CITY OF BURLINGTON, BOARD OF FINANCE
FROM: ANDI L. HIGBEE, DEPUTY CHIEF
DATE: AUGUST 2, 2011
RE: INCIDENT COMMAND PLATFORM, VEHICLE REPLACEMENT FY 2012

In following the FY 2012 vehicle replacement schedule the Burlington Police Incident Command platform (a 1995 Chevrolet Ambulance) currently in service is scheduled to be off loaded FY 2012.

Coincidentally, Colchester Rescue will be offloading through a bid process a 2003 Ford Ambulance upon delivery of their newly purchased Ambulance scheduled September-October, 2012.

Upon my inspection, I found the 2003 Ambulance to be well suited to meet the operational needs of an Incident Command platform.

On July 27, 2011, Mr. Rob Green, DPW Fleet Maintenance Supervisor, inspected the 2003 Ambulance at Colchester DPW where he was able to speak with Mr. Bob Curtis, lead mechanic Colchester DPW. Mr. Green investigated the service history of the vehicle with Colchester DPW as well as with Heritage Ford. Please review an attached memo of Mr. Green's positive and supportive findings.

It is our intention to submit a bid in good faith to Colchester Rescue when the bid process is opened.

Respect ~ Honor ~ Remember

Officer James P. McGrath, end of watch May 12, 1904; Officer J. Albert Fisher, end of watch December 15, 1947

Higbee, Andi L.

From: Rob Green [RGreen@ci.burlington.vt.us]
Sent: Wednesday, July 27, 2011 1:48 PM
To: Higbee, Andi L.
Subject: ambulance

Andi,

After inspecting the Colchester 2003 Ford Ambulance, I believe it is worth the asking price. For the application the Police Dept will be using it for, it will make a fairly reliable vehicle. With that we understand it is a used vehicle and we will have to take responsibility for any future repairs. The 2003 model year with the 6.0 Liter engine has had some turbocharger issues, but with the amount of time we will be using it, I believe it will service the department well.

Rob

Rob Green
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7/28/2011