

Agenda Summary Report (ASR)

Franklin County Board of Commissioners

DATE SUBMITTED: 11-1-21	PREPARED BY: John Rosenau
Meeting Date Requested: 11-9-21	PRESENTED BY: John Rosenau
ITEM: (Select One) <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Brought Before the Board Time needed:	
SUBJECT: Purchase of two Small 4x4 Pickup for Assessor's Office	
FISCAL IMPACT: \$76,000	
BACKGROUND: The Assessor's office currently has 5 field appraisers and a Chief Appraiser which all work in the field throughout the year. Without filling any further requested positions we are short a vehicle and one of the vehicles presently being used is a 2005 needing to be replaced. Our 2022 Budget request has a vehicle listed and that would be an additional vehicle from the two being requested here. Both the requested vehicles and the budget requested vehicle may qualify for ARP funds purchase or reimbursement to the Budget. The Budget requested vehicle would be for the new appraiser position requested in the Budget if these 2 vehicles were approved. Presently the Assessor's office has yet to fill an Appraiser opening and only just filled a second appraiser opening, The delay in getting these and other positions filled has created a surplus of budget funds in our salary line items and we are requesting a transfer of funds out of salary into Assessor equipment to purchase two vehicles presently needed.	
RECOMMENDATION: Purchase two vehicles prior to the end of the 2021 year with funds in the Assessor's Salary Budget 101040 59700 – Transfer Out \$76,000 from salary into 101040-641405 – Assessor's Equipment.	
COORDINATION: Quotes have been obtained from 3 sources and Corwin Ford of Pasco was the low quote for a Ford Ranger Crew 4x4 XL at \$35,593.06 per vehicle. With Delivery of the vehicle taking up to 16 weeks, we would place the order immediately. Additional equipment and signage makes up the remaining amount to get to \$76,000.	
ATTACHMENTS: Vehicle Quote	
HANDLING / ROUTING: (Once document is fully executed it will be imported into Document Manager. Please list <u>name(s)</u> of parties that will need a pdf) John Rosenau, Assessor's Office Tom Westerman, Accounting	

I certify the above information is accurate and complete.



Assessor Name, Title

FRANKLIN COUNTY RESOLUTION NO. _____

BEFORE THE BOARD OF COUNTY COMMISSIONERS, FRANKLIN COUNTY, WASHINGTON

RE: 2021 BUDGET TRANSFER TOTALING \$76,000 FOR THE PURCHASE OF TWO CURRENT EXPENSE ASSESSOR’S OFFICE DEPARTMENT VEHICLES

WHEREAS, the County Assessor is in need of reliable vehicles for his appraisal staff to conduct their county-wide appraisal work; and

WHEREAS, the current fleet of Assessor’s vehicles is inadequate to meet the needs of the Assessor’s Appraisers, New vehicles are needed to be ordered immediately, an additional vehicle for the fleet is being evaluated for the 2022 Current Expense budget for an additional appraiser; and

WHEREAS, a minimum of three Quotes have been obtained and Corwin Ford of Pasco was the low quote for the vehicles.

WHEREAS, there are funds available in the Assessor’s Office due to positions in the budget that were or are currently vacant that is adequate to meet the budget request,

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners hereby approve the following transfers and the purchase of two 2022 Ford Ranger Crew 4x4 XL vehicles from Corwin Ford for the Assessor’s Office in the amount not to exceed \$76,000.00:

Transfers From:	Assessor’s Salary and Benefit Line Items: 101040 1000/20XX	\$76,000.00
Transfer To:	Assessor’s Office Equipment	Line: 101040 641405 \$76,000.00

APPROVED this 9th day of November 2021

**BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON**

Chair

Attest:

Chair Pro Tem

Clerk to the Board

Member

Originals: Assessor
Auditor / Accounting

cc: County Administrator

CNMP530

VEHICLE ORDER CONFIRMATION

10/13/21 16:38:0

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Dealer: F7443

2022 RANGER

Page: 1 of 1

Order No: F187 Priority: B3 Ord FIN: QG941 Order Type: 5B Price Level: 21

Ord Code: 101A Cust/Flt Name: FRANKLIN ASSE

PO Number:

	RETAIL		RETAIL
R4F RANGER 4X4 C/C	\$31540	FLEET SPCL ADJ	NC
.126" WHEELBASE		53R TRAILER TOW PKG	495
YZ OXFORD WHITE		55K 110 AC PWR OTLT	120
Q CLOTH SEATS		55U REVERSE SNS SYS	110
H EBONY INTERIOR		794 PRICE CONCESSN	
101A EQUIP GRP	1135	REMARKS TRAILER	
.XL SERIES		94E TONNEAU - HARD	995
.16" SILVER STEEL		TOTAL BASE AND OPTIONS	36460
.CRUISE CONTROL		TOTAL	36460
99H .2.3L ECOBOOST	NC	*THIS IS NOT AN INVOICE*	
44U .10-SPD AUTO TR	NC	*TOTAL PRICE EXCLUDES COMP PR	
255/70R16 A/S			
X73 ELEC LOCK DIFF	420		
58M SYNC3, SXM, 6SPKR	350		
.DUAL ZONE EATC			
153 FRT LICENSE BKT	NC		
SP DLR ACCT ADJ			
SP FLT ACCT CR			
FUEL CHARGE			
B4A NET INV FLT OPT	NC		
PRICED DORA	NC		
DEST AND DELIV	1295		

CORWIN FORD TRI CITIES BID FOR:

AUSTIN HARVEY

CELL - (541)561-3738

FLEET MANAGER

OFFICE (509) 544-8000 EXT 7221

FRANKLIN COUNTY ASSESSOR'S OFFICE

2022 RANGER CREW 4X4 XL

\$32,710.00	Price Per Unit Each
\$0.00	Additional Equipment
\$0.00	Trade-In Value
\$32,710.00	Total Unit Cost
\$2,813.06	State Sales Tax @ 8.6%
\$70.00	License Fee and Dir. Doc Fee *
\$2,800.00	Incentive Amount (already included in Price per Unit)
\$35,593.06	Total Purchase Order Each Unit

PRICE SUBJECT TO CHANGE BASED UPON SUPPLIER COST CHANGES

Price includes
4 keys
mats
Tonneau Cover