

SUBJECT: Authorization of payment for Remount and Refurbishing of two (2) Ambulances by Braun Northwest, Inc. in the amount of \$297,232.

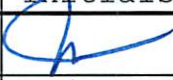




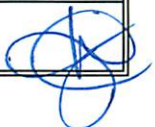
AGENDA OF: May 16, 2017

ASSEMBLY ACTION:

AM 17-044 approved w/o objection under
Consent agenda @ 5/16/17 RM

MANAGER RECOMMENDATION: Present to the assembly for consideration.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER: _____

Route To:	Department/Individual	Initials	Remarks
	Purchasing		
	Emergency Services Director		
	Finance Director		
	Borough Attorney		
	Borough Clerk		5/8/17 

ATTACHMENT(S): Fiscal Note: Yes ☒ No ☐
Braun Northwest Proposal (2pg)
Braun Northwest Invoice (2pg)

SUMMARY STATEMENT: In May, 2016 the Matanuska-Susitna Borough Assembly adopted the Fiscal Year 2017 Annual Budget. Included in the budget were funds appropriated for the remount of four Department of Emergency Services ambulances. This work involves having the original manufacturer, Braun Northwest, refurbish MSB ambulance bodies and mount them on new chassis.

On October 12, 2016, Braun Northwest sent a quote for the remount of 2 ambulances to MSB DES. DES personnel signed off on the quote and without proper authorization arranged for the two ambulances to be shipped to Braun Northwest for refurbishing and remount.

In April 2017, the Purchasing Division of Capital Projects received an invoice for the work on these two units. It was only then that it was discovered that these units had already had work completed and they were ready for return.

MSB 3.08.161 requires Assembly approval of contracts prior to entering into a contract that exceeds \$100,000. In addition, MSB 3.08.150 states that only the Manager and the Purchasing Officer have the authority to execute contracts on behalf of the Borough. In this case, it was discovered that DES had violated both section of code by authorizing the work and by executing an agreement in excess of \$100,000 without Assembly authorization.

Since the time this "authorization" took place, a new Department of Emergency Services Director has been hired. In consultation and coordination with the Purchasing Division, the new Director has taken steps to eliminate occurrences of this type in the future.

At this time, we are requesting authorization to issue payment to Braun Northwest for the services they performed in good faith to refurbish and remount two ambulance bodies and return them to the Department of Emergency Services for placement back into service.

RECOMMENDATION OF ADMINISTRATION: Authorize payment for the **REMOUNT and REFURBISH of TWO (2) AMBULANCES** to **BRAUN NORTHWEST, INC.** in the amount of **TWO HUNDRED NINETY-SEVEN THOUSAND TWO HUNDRED THIRTY TWO AND NO/100 DOLLARS (\$297,232.00).**

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: May 16, 2017

SUBJECT: Authorization of payment for Remount and Refurbishing of two (2) Ambulances by Braun Northwest, Inc. in the amount of \$297,232.

ORIGINATOR: Purchasing

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT <u>YES</u> NO
AMOUNT REQUESTED <u>297,233</u>	FUNDING SOURCE <u>ES OPER BUDGET / AW Budget</u> <i>Approp</i>
FROM ACCOUNT # <u>100.160.334.4XX.XXX/405.000.000</u> <u>4XX.XXX</u>	PROJECT # <u>45264</u>
TO ACCOUNT :	PROJECT #
VERIFIED BY: <u><i>Barbara Savage</i></u>	CERTIFIED BY:
DATE: <u>5/4/17</u>	DATE:

EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL	<u>297</u>					
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REVENUE						
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FUNDING:

(Thousands of Dollars)

General Fund	<u>27</u>					
State/Federal Funds						
Other	<u>270</u>					
TOTAL	<u>297</u>					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____
 DEPARTMENT: *Cherene Donald* DATE: _____
 APPROVED BY: _____ DATE: *5/4/17*

BRAUN[®] NW inc.

150 North Star Drive / PO Box 1204 / Chehalis, WA 98532 / 360.748.0195 / 800.245.6303 / fax 360.748.0256

PROPOSAL

OCTOBER 12, 2016

MATANUSKA-SUSITNA BOROUGH
ATTN: KEN BARKLEY, DIRECTOR
680 N SEWARD MERIDIAN PARKWAY
WASILLA, AK 99654
KEN.BARKLEY@MATSUGOV.US

RE: REMOUNT/REFURBISH NORTH STAR MODULES: #1482-1 AND #1101-1

BRAUN NORTHWEST IS PLEASED TO OFFER THE FOLLOWING PROPOSAL:

REMOUNT/REFURBISH TWO (2) NORTH STAR MODULES ONTO 2017 DODGE 4500 4X4 AMBULANCE
PREP GAS CHASSIS PER SPECIFICATIONS DATED 10-11-2016.

BASE PRICE FOR REMOUNT/REFURBISH OF 2011 NS MODULE #1482-1.....	\$148,022.00
BASE PRICE FOR REMOUNT/REFURBISH OF 2008 NS MODULE #1101-1.....	\$148,022.00
TRADE-IN OF OLD CHASSIS (TWO (2) TOTAL BASED UPON <\$500.00 EACH>).....	DEDUCT <\$1,000.00>
MULTI-VEHICLE DISCOUNT BASED UPON <\$1,500.00> EACH REMOUNT.....	<\$3,000.00>
TOTAL AMOUNT	<u>\$292,044.00*</u>

Sales tax not included

F.O.B.: ANCHORAGE, ALASKA

DELIVERY: REMOUNT/REFURBISH TO BE COMPLETED WITHIN NINETY (90) DAYS AFTER
RECEIPT OF NEW CHASSIS AND EXISTING VEHICLE. START OF PROCESS TO BE
SCHEDULED BASED UPON NEW CHASSIS DELIVERY AND AGENCY'S OPERATIONAL
SCHEDULE

TERMS: NINETY PERCENT (90%) PAYMENT DUE UPON RECEIPT
OF VEHICLE. BALANCE DUE IN THIRTY (30) DAYS.

*NOTE: PRICE INCLUDES SHIPPING OF VEHICLES FROM ORIGINATION POINT ANCHORAGE, AK TO
CHEHALIS, WA AND RETURN. ALSO INCLUDE ONE (1) TRIP FOR TWO (2) PERSONS FOR FINAL
INSPECTION, ORIGINATION POINT ANCHORAGE, AK TO SEATTLE, WA AND RETURN.

It is understood that the used chassis is not road legal due to the transfer of such items as lights and mud flaps to
new chassis. Transportation of used chassis remains the responsibility of agency unless chassis is traded-in. Any
parts or pieces not transferred to the new chassis or reused, unless specifically noted, shall be included in trade-in
value of chassis to reduce overall cost of this project.

*Vehicle must be in drivable condition, capable of completing the trip to Chehalis, WA. If vehicle becomes disabled,
Customer is responsible for any additional charges related to getting the vehicle to the Braun Northwest, Inc.
Chehalis, WA facility

Braun Northwest, Inc. is an Alaska business (#706823).

Respectfully Submitted by
BRAUN NORTHWEST, INC.

Tami McCallum, V.P. Sales

Date: 10/12/16



EMERGENCY VEHICLES

TM/set
Enclosures-Specifications

We agree to accept the above proposal:
MATANUSKA-SUSITNA BOROUGH

Signature

Date

Printed Name

Title

www.braunnw.com

AMT-004

BRAUN[★]NW inc.

150 North Star Drive / PO Box 1204 / Chehalis, WA 98532 / 360.748.0195 / 800.245.6303 / fax 360.748.0256

PROPOSAL-CHASSIS ONLY

OCTOBER 21, 2016

MATANUSKA-SUSITNA BOROUGH
ATTN: KEN BARKLEY, DIRECTOR
680 N SEWARD MERIDIAN PARKWAY
WASILLA, AK 99654
KEN.BARKLEY@MATSUGOV.US

RE: CHASSIS ONLY-2017 DODGE 4500 4X4 GAS CHASSIS

BRAUN NORTHWEST IS PLEASED TO OFFER THE FOLLOWING PROPOSAL:

TWO (2) 2017 DODGE 4500 4X4 AMBULANCE PREP GAS CHASSIS MATCHING ATTACHED SPECIFICATIONS DATED 10/10/16.

BASE PRICE FOR ONE (1) CHASSIS.....\$34,154.00
BASE PRICE FOR TWO (2) CHASSIS.....\$68,308.00

Sales tax not included

F.O.B.: CHEHALIS, WA

DELIVERY: TO BE DETERMINED

TERMS: NINETY PERCENT (90%) PAYMENT DUE UPON RECEIPT
OF VEHICLE. BALANCE DUE IN THIRTY (30) DAYS.

Braun Northwest, Inc. is an Alaska business (#706823).

Respectfully Submitted by
BRAUN NORTHWEST, INC.


Tami McCallum, V.P. Sales

Date: 10/21/2016

TM/sci
Attachment

We agree to accept the above proposal:
MATANUSKA-SUSITNA BOROUGH


Signature

10/21/16
Date

Steven L. Hegwood
Printed Name

EMS Chief
Title



EMERGENCY VEHICLES

www.braunnw.com

h50-11-wt

2017-3379

Braun NW, Inc.

150 North Star Drive
PO Box 1204
Chehalis, WA 98532
United States

Voice: (360) 748-0195
Fax: (360) 748-0256

INVOICE

Invoice Number: 20895
Invoice Date: Apr 18, 2017
Page: 1

Bill to:
Mat-Su Borough 680 N Seward Meridan Pkwy Wasilla, AK 99654

Ship to:
Mat-Su Borough 680 N Seward Meridan Pkwy Wasilla, AK 99654

Customer ID	Customer PO	Payment Terms	
Mat-Su	PROPOSAL 10/12/16	Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Courier	4/26/17	5/18/17

Quantity	Item	Description	Unit Price	Amount
1.00	R	REMOUNT/REFURBISH NORTH STAR MODULE ONTO 2017 DODGE 4500 CHASSIS (528-R) VIN # 3C7WRLBJ0HG604584	146,522.00	146,522.00
-1.00	R	TRADE IN OLD CHASSIS	500.00	-500.00
1.00	R	CHANGE ORDER #1- DATED 1/12/17	1,613.00	1,613.00
1.00	R	CHANGE ORDER #2- DATED 2/1/17	1,800.00	1,800.00
1.00	R	CHANGE ORDER #3- DATED 1/23/17	175.00	175.00
		TERMS: NINETY PERCENT (90%) PAYMENT DUE UPON RECEIPT OF VEHICLE. BALANCE DUE IN THIRTY (30) DAYS. THANK YOU		
Subtotal				149,610.00
Sales Tax				
Total Invoice Amount				149,610.00
Payment/Credit Applied				
TOTAL				149,610.00

Thank you for your business!

Am17-044

Braun NW, Inc.

150 North Star Drive
PO Box 1204
Chehalis, WA 98532
United States

Voice: (360) 748-0195

Fax: (360) 748-0256

INVOICE

Invoice Number: 20894

Invoice Date: Apr 18, 2017

Page: 1

Bill to:
Mat-Su Borough 680 N Seward Meridan Pkwy Wasilla, AK 99654

Ship to:
Mat-Su Borough 680 N Seward Meridan Pkwy Wasilla, AK 99654

Customer ID	Customer PO	Payment Terms	
Mat-Su	PROPOSAL 10/12/16	Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Courier	4/26/17	5/18/17

Quantity	Item	Description	Unit Price	Amount
1.00	R	REMOUNT/REFURBISH NORTH STAR MODULE ONTO 2017 DODGE 4500 CHASSIS (527-R) VIN # 3C7WRLBJ6HG604583	146,522.00	146,522.00
-1.00	R	TRADE IN OLD CHASSIS	500.00	-500.00
1.00	R	CHANGE ORDER #1- DATED 1/23/17	175.00	175.00
1.00	R	CHANGE ORDER #2- DATED 2/1/17	1,425.00	1,425.00
		TERMS: NINETY PERCENT (90%) PAYMENT DUE UPON RECEIPT OF VEHICLE. BALANCE DUE IN THIRTY (30) DAYS. THANK YOU		
Subtotal				147,622.00
Sales Tax				
Total Invoice Amount				147,622.00
Payment/Credit Applied				
TOTAL				147,622.00

Thank you for your business!

Am17-044