

COUNCIL MEETING AGENDA REQUEST FORM

COUNCIL MEETING DATE: July 23, 2024

SUBJECT/REASON FOR AGENDA ITEM: _____

Temporarily Alcohol Permit Waiver | Open Container Law Waiver

Other: _____

Please be specific about the reason to be on the agenda.

A resolution to purchase one 2024 F350 dump body truck for Parks & Grounds department from Courtesy Automotive Group for \$69,720.80 State Contract 4400023793.

Requested By: Parks & Grounds

NAME: Mayor Pete Panepinto

ADDRESS _____

PHONE # _____ CELL PHONE: _____

EMAIL: _____ FAX: _____

Please note that the Hammond City Council meets the Second and Fourth Tuesday of the Month at 5:30pm, 312 East Charles Street, Hammond, LA 70401, All requests have to be submitted to the City Council Clerk by the Wednesday prior of the meeting no later than 4:30pm, All requests can be submitted electronically to cockerham_la@hammond.org or fax (985) 277-5611. If you have any questions please call (985) 277-5610

BELOW TO BE FILLED OUT BY COUNCIL CLERK

DATE RECEIVED: _____ TIME RECEIVED: _____

Council Clerk: Lisa Cockerham Agenda Item Number _____

Approved: _____ (Yes) _____ (No)

Remarks: _____

Kip Andrews
Council President

Lisa Cockerham

Date

Courtesy Automotive

Fleet Department

Quote

COURTESY



AUTOMOTIVE GROUP

Date: April 23, 2024
Valid Until: June 5, 2024
Quote #: 2024 F350 CHASSIS REG 4X2
Customer ID: HAMMOND

Customer:

HAMMOND

Quote/Project Description

State of LA Contract #4400023793 line 86 2024
FORD F350 REG cab 4x2 cab and chassis DRW 84" CA
6.8V8 GAS ENGINE, AUTO TRANS, AIR, AM/FM RADIO
CRUISE, POWER WINDOWS/LOCKS, BLUETOOTH
BRAKE CONTROLLER

Description	Line Total
2024 FORD F350 4X2 DRW REG CAB AND CHASSIS, 6.8L GAS AUTO TRANS, VINYL INTERIOR, AIR AM/FM, CRUISE, POWER WINDOWS/LOCKS, BLUETOOTH 84" CA DRW	50,895.00
ADD 11' 2/3 YD DUMP	16,987.00
BRAKECONTROLLER	STD
ADD REAR CAMERA PREP	377.00
ADD SPARE TIRE AND WHEEL	319.00
ADD TRAILER TOW PACKAGE	750.00
ADD HD FRONT SUSPENSION	114.00

STATE TIRE FEE	15.75
STATE INSPECTION STICKER FEE	20.00
CONTRACT ADMINISTRATIVE FEE	243.05

Special Notes and Instructions

Once signed, please Fax, mail or e-mail it to the provided address.

Subtotal	\$	69,720.80
Discount	%	0.00
Total	\$	69,720.80

Above information is not an invoice and only an estimate of services/goods described above.
Payment will be collected in prior to provision of services/goods described in this quote.

Please confirm your acceptance of this quote by signing this document

Thank you for your business!

Should you have any enquiries concerning this quote, please contact Mike Solomon on 318-625-1350

2202-T Rees St., Breau Bridge, LA, 00000

Tel: 318-625-1350 Fax: 337-442-6197 E-mail: msolomon@courtesyautomotive.com Web: www.mycourtesyford.com



Office of State Procurement

Contract Detail

Contract #	4400023793	T-number	90865 - VEHICLES
Description	Vehicles, Statewide		
LAPS Contract	No	Prime Vendor Name	ST MARTIN PARISH ACQUISITIONS LLC
SEBD Vendor	No	SE/Hi Vendor	No
VSE Vendor	No	DVSE Vendor	No
Effective From-To	03/01/2022 - 10/31/2024	Coop Procure	Yes
Delivery Days ARO	365		
P-card Accepted	No		
Discounts Apply	No		

Locations

Statewide

Buyer Information

Buyer Code	90000167	Purchasing Agency	Office of State Purchasing
Buyer Name	AMY GOTREUX	Contact Email	Amy.Gotreaux@LA.GOV
Contact Phone	2253429200		

Vendor Distributor

Vendor Name	SEBD	SE/Hi	VSE	DVSE	Order/General Address
ST MARTIN PARISH ACQUISITIONS LLC	NO	NO	NO	NO	2022-T REES STREET BREAUX BRIDGE, LA 70517 Contact: Mike Solomon Email: msolomon@courtesyautomotive.com Phone: 337-332-2145 FAX: 337-442-6218 Contact: BONNIE GUIDRY Email: BGUIDRY@COURTESYAUTOMOTIVE.COM Phone: 337-332-2145 FAX: 337-332-5874

Contract Items

Line #	Product Category	Material/Part Number	Line Item Description	No. of Catalog Items	UOM	Gross Price
1	25101500		Vehicles, Statewide	30		\$0.00

[View Contract](#)
[View Notes](#)
[Return](#)
[New Search](#)
[Export Catalog Items to Excel](#)
[Show Additional Attachments](#)

Attachment B – Specifications

Specifications**1. General**

This Statewide Contract is for the purchase of motor vehicles for the State of Louisiana in accordance with Louisiana Revised Statutes 39:362, 39:364, and 39:1646.

2. Model Year

Conventional vehicles shall be new, of current manufacture, and production models. No specific model year is required for alternative fuel vehicles, however the vehicles must be new, non-used vehicles.

3. Definitions

For the purpose of clarification in this solicitation:

- A. State Agencies – all Departments, Divisions, Offices, Universities, Vo-Tech Schools, Boards, Commissions, etc. which operate under Fleet Management of Louisiana Property Assistance Agency (LPAA).
- B. Political Subdivisions – all local and regional governmental and tax supported organizations which operate independently of the State such as police juries, cities, towns, councils, hospitals, etc.
- C. Sport Utility Vehicle – a passenger vehicle built on a light truck chassis with body-on frame-design.
- D. Crossover Utility Vehicle – a passenger vehicle built on a sedan platform featuring features of a sport utility vehicle such as tall interior packaging, high ground clearance, etc.
- E. Police Pursuit Vehicle – Engineered and certified by the OEM for high speed and severe duty law enforcement.
- F. Special Service Vehicle– Engineered and certified by the OEM for first responders.
- G. Gross Vehicle Weight Rating – Maximum allowable combined mass of vehicle weight plus carrying capacity, passengers and cargo.

4. Acronyms

A.	2WD	Two Wheel Drive
B.	4WD	Four Wheel Drive
C.	AFV	Alternative Fuel Vehicles
D.	AWD	All-Wheel Drive
E.	BEV	Battery Electric Vehicle
F.	C&C	Cab & Chassis
G.	CA	Cab-to-Axle
H.	CNG	Compressed Natural Gas
I.	DOTD	Louisiana Department of Transportation and Development
J.	DPS	Louisiana Department of Public Safety
K.	DRW	Dual Rear Wheel
L.	EPA	United States Environmental Protection Agency
M.	FCAA	Federal Clean Air Act
N.	FFV	Flexible Fuel Vehicles
O.	FWD	Front Wheel Drive
P.	GGE	Gasoline Gallon Equivalent
Q.	GVWR	Gross Vehicle Weight Rating in Pounds (U.S.)
R.	HD	Heavy Duty
S.	HP	Horse Power
T.	LMVC	Louisiana Motor Vehicle Commission
U.	LPAA	Louisiana Property Assistance Agency
V.	LPG	Liquefied Propane Gas
W.	LWB	Long Wheel Base
X.	MOR	Manufacturer of Record (company retaining EPA certification)
Y.	MPG	Miles per Gallon
Z.	OEM	Original Equipment (vehicle) Manufacturer
AA.	OSP	Office of State Procurement

Attachment B – Specifications

BB.	PHEV	Plug-In Hybrid-Electric Vehicle
CC.	PO	Purchase Order
DD.	PPV	Police Pursuit Vehicle
EE.	RWD	Rear Wheel Drive
FF.	SRW	Single Rear Wheel
GG.	SSV	Special Service Vehicle
HH.	SUV	Sport Utility Vehicle and Crossover Utility Vehicle
II.	SWB	Short Wheel Base
JJ.	WB	Wheelbase

5. **Assignments**

No assignments of proceeds shall be permitted on Dealer supplied forms. Dealer must submit assignments to OSP.

6. **Delivery**

Unless otherwise indicated in Attachment C – Price Sheet, delivery of vehicles should be made within ninety (90) calendar days after receipt of order.

Delivery to Baton Rouge shall be included in the bid price.

7. **Dealer Network**

Contractor shall furnish a list of service locations certified by the OEM within five (5) business days of request by OSP.

8. **Optional Equipment**

- A. OSP reserves the right to add or delete any optional equipment listed in the OEM price lists at Dealer's invoice cost.
- B. **A completely priced OEM option sheet showing Dealer's invoice price shall be furnished within five (5) business days of request by OSP.** All OEM options shall be included in the contract award at Dealer's invoice price unless otherwise noted by OSP.
- C. Price lists must be of latest prices available at time of request. Altered price lists will not be accepted.

9. **Emission Standards**

All vehicles, unless specified herein, must be approved for delivery in the forty-eight (48) continental United States, except as indicated for AFV's.

10. **Louisiana Safety Inspection Sticker**

Applicable Safety Inspection Sticker cost, as determined by LA Dept. of Motor Vehicles (DMV) guidelines, will be added to awarded lines, based on the parish in which the Dealer is domiciled. Two (2) Year new vehicle Safety Inspection Stickers will be required for participating Dealers, in participating parishes. One (1) Year Safety Inspection Stickers will be required for all other vehicles not covered above. Dealers located in Orleans Parish will have the cost of an East Baton Rouge Parish Inspection Sticker added to awarded lines (\$18).

Dealership domiciled in St. Martin Parish.

- Dealership authorized to issue LA new vehicle two (2) Year Safety Inspection Sticker.

General Contract Specifications

11. **Contract Prices**

- A. Includes all preparation and transportation charges.
- B. Includes all equipment listed in the general specifications and detail specifications for each vehicle.

Attachment B – Specifications

- C. Any general price reduction offered which is lower than the prices quoted herein shall also be offered to the State of Louisiana.

12. Contractual Period

This contract is effective beginning June 5, 2023 through October 31, 2023 and at the option of the State of Louisiana and acceptance by the Dealer, may be extended for two (2) additional twelve (12) month periods.

Dealer shall deliver to the State all vehicles for orders placed up to October 31, 2023 or, if applicable, OEM model year order cut-off date. OEM model year changes affecting a vehicle on contract in any way, must be addressed in advance, by Dealer to OSP. Changes to include but not limited to: availability, interior and exterior color(s), vehicle specification changes and/or modifications. Any Dealer not fulfilling the terms of this section will be subject to legal action which could result in debarment from doing further business with the State

13. Guarantee

Vehicles delivered against the contract shall be guaranteed that vehicle meets all minimum requirements specified herein. If determined that the vehicle(s) delivered do not meet minimum requirements, the Dealer will be required to correct the same at no cost to the State.

14. Purchase Orders**A. State Agencies:**

- 1; Only OSP has the authority to issue and amend orders for State vehicles.
- 2; Dealer shall refer any verbal or written orders/change orders received directly from State Agencies to OSP for proper authorization and disposition. Failure to do so may result in legal action which could result in debarment from doing further business with the State.

B. Political Subdivisions:

- 1; Vehicle purchases are handled directly with Dealer.
- 2; Guidelines and instruction information for ordering will be available on the OSP Vehicle Contracts website.
- 3; Political subdivisions utilizing La. R.S. 39:1710 to purchase through a local dealer are advised that they must furnish a copy of their purchase order to OSP.

15. Invoicing

- A. Original notarized invoice must be provided with vehicle, when delivered, free of charge.
- B. One notarized true copy of invoice may be necessary and must be provided when indicated on purchase order free of charge.
- C. Administrative fee must be itemized on invoice.
- D. Vehicle key numbers shall also be referenced on invoice.
- E. A copy of the invoice on contract sales to Political Subdivisions must be sent to OSP upon request, free of charge.
- F. Invoice dates shall coincide with "accepted" date of delivery of vehicle.
- G. Net 30 payment terms will not commence until a "state authorized representative" accepts the vehicle as fully complying with contract specifications. Dealer will be required to issue affidavits correcting invoice dates to coincide with the re-delivery date of rejected vehicles.

16. Responsibility for Inspection

Unless otherwise specified in the contract or purchase order, the Dealer shall be responsible for the performance of all inspection and test requirements necessary to ensure compliance with requirements of general and detailed specifications. This action does not preclude subsequent inspection and testing by the State authorized representative to further determine conformance with specification requirements of quality standards of workmanship, material and construction techniques. It will be the responsibility of the Dealer to pick up vehicle(s) rejected, make necessary corrections and re-deliver for re-inspection and acceptance.

Attachment B – Specifications

17. Pre-Delivery Servicing and Adjustment

- A. Dealer shall not attach any Dealer identification advertising or similar material to the vehicle.
- B. The vehicle shall be clean and free from defects when delivered.
- C. Prior to acceptance by the State, the Dealer shall service and adjust each vehicle for operational use, to include as a minimum, the following:
 - 1) A Louisiana temporary license plate
 - 2) A Louisiana safety Inspection sticker
 - 3) All vehicles will be delivered with a fuel gauge digital readout indicating one hundred (100) miles to empty.
 - 4) Focusing of lights
 - 5) Tuning of engine
 - 6) Adjustment of accessories
 - 7) Checking of electrical, braking and suspension systems
 - 8) Charging of battery
 - 9) Alignment of front end
 - 10) Inflation of tires
 - 11) Balancing of all wheels, including the spare
 - 12) Complete lubrication of engine, chassis and operating mechanisms with recommended grades of lubricants for the ambient air temperature at the point of delivery
 - 13) Servicing of cooling system with permanent type antifreeze and summer coolant for minus 20 degrees Fahrenheit protection
 - 14) Servicing of windshield washer reservoir with water and appropriate additives
 - 15) All fluids filled to OEM's recommended capacity

18. Delivery

- A. All vehicles shall be delivered fully serviced and ready for use and will be accepted in accordance with individual purchase orders.
- B. The Dealer shall be required to make any necessary adjustments or install omitted equipment prior to acceptance of the vehicle.
- C. No facilities or personnel will be provided by the State to handle any make-ready adjustments or equipment installations.
- D. State Agency vehicles shall be delivered to one of the following locations as indicated on the PO(s).
 - 1) LPAA's equipment receiving area, 1059 Brickyard Lane, Baton Rouge, LA
 - 2) Office of State Police, Fleet Operations, 290 E. Airport, Ste. A (building), Baton Rouge, LA
 - 3) DOTD, Equipment Section, 7686 Tom Drive, Baton Rouge, LA
- E. Political Subdivisions
 - 1) Will be required to take delivery at the Dealer's location or request delivery to agency location at a per mile charge.
 - 2) Mileage between delivery location and Dealer location shall be the mileage between the two (2) locations as determined by the official road and mileage map of Louisiana, published by DOTD less the mileage between the LPAA equipment receiving area and the Dealer location as determined by the official road and mileage map of Louisiana, published by DOTD.
 - 3) Whenever either of these delivery methods is used, the purchaser of the vehicle will be responsible for inspection and acceptance of vehicle.

19. Documents

Each vehicle shall be delivered with complete certification of origin, odometer disclosure statement, tag application, warranty, owner's manual, copy of Dealer's inspection and service check sheet and any other necessary credentials. Dealer will supply requesting Agencies with at least one (1) copy (printed or electronic) of technical information, manuals, service manuals, suggested time schedule/flat rate manual, parts list, special parts list and bulletins related to each make and model of vehicle(s) purchased at Dealer's invoice cost. Dealer must set up notification through OEM to same Agency for receiving new bulletins, vehicle updates, service alerts or recalls.

Attachment B – Specifications

20. Vehicle Confirmations

Written confirmation from the vehicle Dealer with order number guaranteeing that the vehicle has been scheduled to be built by the OEM, as stated below:

- A. Written confirmation of receipt and placement of order shall be returned to OSP within ten (10) calendar days from purchase order date.
- B. Detailed copy of vehicle order placed by Dealer in OEM ordering system must be provided to OSP electronically within ten (10) calendar days from purchase order date.
- C. Written confirmation of production date must be returned to OSP within sixty (60) calendar days from the purchase order date.
- D. If available, successful Dealer(s) must provide the State with web based access for order tracking. The confirmations may be returned via email to address: amy.gotreaux@la.gov or faxed to (225) 342-9756.

21. Service and Repair

The State of Louisiana shall expect the OEM to have adequate stocks of replacement parts available to service State vehicles and to make delivery within a reasonable time of all normal replacement parts to their Dealers who may service state vehicles. The State further expects that warranty service and repairs as well as non-warranty service and repairs will be handled without prejudice by local dealerships throughout the United States. A special system shall be set up for expediting the procurement of "hard to get" items needed to repair an inoperative vehicle including a system to air freight parts at no cost to the State.

22. Reporting Requirements

The vehicle Dealer shall complete and return a contract usage report based on the schedule in Attachment A – Special Terms and Conditions. Any Dealer not fulfilling the terms of this section will be subject to legal action which could result in debarment from doing further business with the State.

General Vehicle Specifications

The requirements specified herein apply to all vehicles that may be purchased by the State of Louisiana, and/or Political Subdivisions of the State.

All applicable requirements and standards of the Environmental Protection Agency regulations, Federal Motor Vehicle Safety Standards, Federal Motor Carrier Safety Administration regulations and Tire and Rim Association Inc. that are in effect on the date of manufacture, shall apply. Vehicle(s) furnished to meet indicated specifications, including all equipment and accessories, shall comply with the regulations applicable to current model year vehicle: Title 49, Code of Federal Regulations, Chapter iii, Federal Highway Administration, Department of Transportation and State of Louisiana highway regulatory laws.

All vehicles shall be approved and marketed by the OEM. Full OEM literature, parts, service, technical support and warranties shall be available.

General vehicle specifications are not complete without general contract specifications and specific requirements listed in the detailed specifications that cover the particular type vehicle desired. In the event there is a conflict between the requirements of this specification and those of the detailed specification, the requirements as stated in the detailed specifications shall apply.

Applicable documents: a reference to publication in these specifications shall be construed to apply to those issues of that publication that are in effect on the date of issuance of this solicitation, unless otherwise specified.

23. Compliance with Federal Requirements

It is acknowledged that Federal laws, regulations, policies, and related administrative practices applicable to this contract on the date of contract execution may be modified from time to time. The Dealer agrees that the most recent Federal requirements will govern the administration of this contract. New Federal laws, regulations, policies, and administrative practices may be established after the date of contract execution and

Attachment B – Specifications

may apply to the contract to achieve compliance with the changing Federal requirement(s), Dealer may be required to upgrade, or add item(s) to the minimal specifications. The cost difference to achieve the "new" Federal requirement may be allowed at OEM's cost. No additional profit will be allowed. OEM's pricing pages must be presented to OSP to substantiate additional cost to achieve compliance with the changed Federal requirement(s).

24. Exterior Finishes

Vehicle exteriors shall be painted with standard production colors, one of which must include white at no additional cost to the State.

25. Materials

Materials used shall be new with quality conforming to current engineering and manufacturing practices. Materials shall be free of defects and shall be suitable for the intended service.

26. Design

- A. All vehicles and associated equipment shall be new models that are in current production.
- B. All vehicles shall be complete with all necessary operating components and accessories customarily furnished, together with such modifications as may be necessary to enable the vehicles to function reliably and efficiently in sustained operation.
- C. Vehicles and all associated equipment shall be designed to permit ready accessibility for maintenance purposes with minimal disturbance of other components or assemblies.
- D. The term "heavy duty" as used to describe an item, shall be defined to mean in excess of the usual quality or capacity that is normally supplied with the standard production item.
- E. Components, assemblies and accessories delivered to the State shall meet or exceed all requirements and applicable specifications.

27. Warranty

All vehicles and truck bodies procured under these specifications shall be fully warranted against defective materials or workmanship by the OEM program for a period of not less than thirty-six (36) months or 36,000 miles from date of delivery and acceptance. However, if additional warranty coverage on the whole or any components of the vehicle, in the form of time and/or mileage including any pro rata arrangements, is normally extended to commercial customers, the State shall receive corresponding warranty benefits.

28. Standard Equipment

- A. All vehicles offered under this solicitation shall be equipped with all OEM equipment advertised as "standard fleet equipment", unless otherwise specified herein, and should be installed through OEM program.
- B. Deletions from "standard equipment" will not be accepted, unless otherwise specified.
- C. In the specifications, where standard equipment is listed, items less than standard equipment will not be accepted, unless otherwise specified.

29. Drivetrains**A. Two-Wheel Drive, 2WD, 4X2:**

Is a four-wheeled vehicle with a drivetrain that powers two (2) wheels (axle ends).

- 1) **Front Wheel Drive (FWD)** – drivetrain powers vehicles front two (2) wheels (axle ends).
- 2) **Rear Wheel Drive (RWD)** – drivetrain powers vehicles rear two (2) wheels (axle ends).

B. Four-Wheel Drive, 4WD, 4X4:

Is a four-wheeled vehicle with a drive system in which the engine's power is (or can be) transmitted to all four (4) wheels through a two-speed transfer case and drive axles. Vehicle can switch from four-wheel drive to two-wheel drive, manually or automatic.

C. All-Wheel Drive, AWD:

All wheels drive the vehicle to various degrees of engagement all the time (full time). Four-Wheel Drive is acceptable for specifications stating All Wheel Drive.

Attachment A: Special Terms and Conditions

Terms and Conditions:

This contract contains all terms and conditions with respect to the commodities herein.

Vendor's Forms:

The purchase order is the only binding document to be issued against this contract. Signing of vendor's forms is not allowed.

Substitutes:

Only brands and numbers stated in the award are approved for delivery under this contract and any substitution must receive prior written approval of the Office of State Procurement.

Price Reductions:

Whenever there is a reduction in price, which is lower than the contract price, offered to similarly situated customers contracting for the same period and under the same terms and conditions, said reduction must be presented directly to the Office of State Procurement. No price reduction on a statewide contract may be offered to an agency unless that reduction is offered to all agencies.

Payment:

Payment will be made on the basis of unit price as listed in this contract; such price and payment will constitute full compensation for furnishing and delivering the contract commodities. In no case will the state agency refuse to make partial payments to the Contractor although all items have not been delivered. This payment in no way relieves the contractor of his responsibility to effect shipment of the balance of the order. Payment will be to vendor and address as shown on order.

Invoices:

Invoices will be submitted by the contractor to the using agency and the invoice shall refer to the delivery ticket number, delivery date, purchase order number, quantity, unit price, and delivery point. A separate invoice for each order delivered and accepted shall be submitted by the Contractor in duplicate directly to the accounting department of the using agency. Invoices shall show the amount of any cash discount and shall be submitted on the contractor's own invoice form.

Contract Revisions:

Requests for revisions to this contract must be addressed to the Office of State Procurement and shall refer to the contract item number with justification of the request. Distributor vendor changes, price reductions and justifiable item deletions may be considered during the contract period. New item additions may be considered only when the Office of State Procurement has determined additions will be of substantial benefit to the State and will justify the time, effort and cost required to make such addition.

Contractor must immediately notify the Office of State Procurement when any dealer on this contract is terminated, relocated or added. All orders placed with dealers prior to receipt of such notification by the Office of State Procurement must be honored. Revisions will become effective only upon approval by the Office of State Procurement. Contractor should submit a list of all persons who are authorized to request revisions to this contract.

Price Escalation:

Vehicle and option pricing may be negotiated on an annual basis only upon the manufacturer's order cutoff date. Price adjustments shall only be permitted for changes in the contractor's cost of materials or services. Contractor must submit a written request for a price adjustment to the

Attachment A: Special Terms and Conditions

Office of State Procurement no later than thirty (30) calendar days following the manufacturer's model year order cutoff date. No adjustments shall be effective until approved in writing by the Office of State Procurement. The State reserves the right to accept, reject, or negotiate the proposed price adjustment.

The Producer Price Index (PPI) series WPU14110131 and/or WPU 14110571, published by the Bureau of Labor Statistics, United States Department of Labor will be used as a guide in reviewing any price adjustments.

The contractor shall document the amount of any general change in the price of materials. Documentation shall be supplied with the contractor's request for increase which will: (1) verify that the requested price increase is general in scope and not applicable just to the State of Louisiana; and (2) verify the amount or percentage of increase which is being passed on to the contractor by the vehicle manufacturer.

In the event of a price decrease in the contractor's list price, the State shall be notified immediately. All such price reductions shall be effective immediately upon notification to the State.

Contractual Period:

This contract is for a period beginning June 5, 2023 and ending October 31, 2023.

Renewals:

At the option of the State of Louisiana and acceptance by the contractor, this contract may be extended for two (2) additional twelve (12) month periods at the same price, terms and conditions. Total contract time may not exceed thirty-six (36) months.

Quantities:

This is an open-ended requirements contract. Quantities shown are based on the previous contract usage or estimates. Where usage is not available, a quantity of one (1) indicates a lack of history on this item.

Orders:

The Office of State Procurement shall issue contract purchase orders for the items required, as and when needed. Political subdivisions of the State and Quasi Agencies who have been authorized to purchase from contracts made by the Office of State Procurement, are to issue their regular purchase orders directly to the supplier, making reference to the contract and item number.

Cooperative Purchase:

It is the intent of the Office of State Procurement (OSP) to accommodate cooperative purchasing.

As described below, Political Subdivisions of the State, Quasi State Agencies, External Procurement Units, and Agencies of the United States Government are to be authorized (potential) users of the contract.

- Political Subdivisions of the State include, but are not limited to, parish governments, municipal governments, school districts, human service districts, local governments and public utilities.

Attachment A: Special Terms and Conditions

- Quasi State Agencies include, but are not limited to, non-profit or for-profit organizations created by the State of Louisiana or any political subdivision or agency thereof, or any special district or authority, or unit of local government, to perform a public purpose.
- External Procurement Units include, but are not limited to, buying organizations not located in the State of Louisiana, which, if located in the State, would qualify as a public procurement unit.

The current list of approved cooperating purchasing entities (including political subdivisions, quasi state agencies and external procurement units) is maintained and regularly updated on the OSP website at: <https://www.doa.la.gov/doa/osp/agency-resources/osp-purchasing/approved-quasi-units/> and may be used as a reference.

Contractors may prospectively choose to partially or entirely 'opt-out' of accommodating cooperative purchasing for such contract by sending formal written notification of same to the Office of State Procurement. This notification should clearly specify which individual type(s) of cooperative purchasing entities the contractor is choosing to not allow to participate in contract cooperative purchasing. Any purchase orders received by the contract-holder from cooperative purchasing entities prior to the contract-holder's opt-out notification to OSP must be honored in accordance with the contract.

Procurement of United States Products:

Per La. R.S. 39:362(C), any motor vehicle purchased by the State of Louisiana shall be produced in the United States. For purposes of this contract, produced in the United States shall include any vehicle:

1. With at least fifty percent (50%) of its component parts produced in the United States or Canada as defined by Part 583 American Automobile Labeling Act (AALA) Reports;
2. With a final assembly point in the United States; or
3. With the origin of its engine or transmission in the United States

Proof of "produced in the United States" status shall be provided within seven (7) business days of request by OSP.

Louisiana Motor Vehicle Dealers License:

Contractors (motor vehicle dealers as defined in La. R.S. 32:1252) must be properly licensed by the Louisiana Motor Vehicle Commission. A copy of a valid dealer's license issued under the provisions of La. R.S. 32:1254 is required.

Any questions regarding licensing required by the Motor Vehicle Commission should be directed to the Motor Vehicle Commission at (504) 838-5207, or via website: www.lmvc.la.gov.

Waste Tire Fee Notice:

The State of Louisiana, Office of State Procurement has added the cost of the waste tire fee to the contract price. In accordance with LAC 33:VII.10521.B the following waste tire fees have been added: \$2.25 for passenger/light truck tires, \$5.00 for medium truck tires and \$10.00 for off road vehicle tires.

Number of tires, including the spare: 5

Please state the applicable fee per tire to be charged above: \$2.25

Attachment A: Special Terms and Conditions

Administrative Fee or Rebate:

The State shall be due a minimum 0.35 % administrative fee of each vehicle's price as ordered, (base vehicle price plus the price of any added options) to be payable to the State of Louisiana, Office of State Procurement (OSP) in exchange for the management and facilitation of the contract. The calculation of the administrative fee or rebate includes any entity receiving contract pricing resulting from the awarded contracts. The administrative fee or rebate shall be submitted quarterly and shall be based on the total net (gross sales minus returns, credits and deductions) sales made to entities located in the State of Louisiana under the contract. Initiation and submission of the administrative fee or rebate to OSP is the responsibility of the Contractor without prompting or notification by the State Procurement Analyst (SPA). If these administrative fees or rebates are not submitted in a timely manner, OSP shall have the right to terminate the contract.

The check is to be made payable: Louisiana DOA - Office of State Procurement. The check is to be mailed or sent through a carrier service the following address: Office of State Procurement, Attn: OSP Receivables 1201 North 3rd Street, Claiborne Building - Suite 2-160, Baton Rouge, LA 70802. The calculation of the administrative fee or rebate shall begin immediately upon execution of the contract and payment shall be made in accordance with the following schedule:

<u>Quarter</u>	<u>Payment Period</u>	<u>Payment Due Date</u>
First Quarter	July 1 through September 30	October 31
Second Quarter	October 1 through December 31	January 31
Third Quarter	January 1 through March 31	April 30
Fourth Quarter	April 1 through June 30	July 31

NOTE: CONTRACTOR SHALL INDICATE THE STATE CONTRACT NUMBER ON THE REMITTANCE. WHEN SUBMITTING ONE (1) REMITTANCE FOR MORE THAN ONE (1) CONTRACT, CONTRACTOR SHALL INDICATE ALL STATE CONTRACT NUMBERS AND THE AMOUNT FOR EACH.

Contract Usage Reports:

The Contractor shall submit detailed contract usage reports quarterly to the State Procurement Analyst (SPA) for the contract in accordance with the below schedule. Initiation and submission of the quarterly reports to the SPA is the responsibility of the Contractor without prompting or notification by the SPA. If these reports are not submitted in a timely manner, the Office of State Procurement (OSP) shall have the right to terminate the contract.

The specific usage report content, scope, and format requirements is available on the Office of State Procurement website under Vendor Resources/Vendor Forms:

<https://www.doa.la.gov/doa/osp/vendor-resources/>. In addition, the person's name who compiled the report and their contact information shall be provided. The Office of State Procurement reserves the right to request copies of any purchase order issued against the contract.

In addition, the person's name who compiled the report and their contact information shall be provided. OSP reserves the right to request copies of any purchase orders issued against the contract.

The usage reports shall be submitted utilizing this format or an equivalent format that has been pre-approved by OSP.

Schedule for submittal of usage reports:

Attachment A: Special Terms and Conditions

<u>Quarter</u>	<u>Reporting Period</u>	<u>Due Date</u>
First Quarter	July 1 through September 30	October 31
Second Quarter	October 1 through December 31	January 31
Third Quarter	January 1 through March 31	April 30
Fourth Quarter	April 1 through June 30	July 31

Literature:

Literature and/or specifications must be submitted upon request; if requested, literature and/or specifications must be submitted within five (5) business days of written request.

Non-Exclusivity Clause:

This agreement is non-exclusive and shall not in any way preclude state agencies from entering into similar agreements and/or arrangements with other vendors or from acquiring similar, equal, or like goods and/or services from other entities or sources.



Jana Thurman <thurman_je@hammond.org>

RE: State Contract Pricing

1 message

Marc Campbell <mcampbell@hoodautogroup.com>
To: Jana Thurman <thurman_je@hammond.org>

Thu, Jul 18, 2024 at 10:57 AM

Morning Jana,

The order bank is still open but. I attached a production and order bank mix.

Give me a call to discuss.

Thanks,

Marc Campbell

M 985-320-1974

From: Jana Thurman <thurman_je@hammond.org>
Sent: Tuesday, July 16, 2024 9:40 AM
To: Marc Campbell <mcampbell@hoodautogroup.com>
Subject: Re: State Contract Pricing

Good Morning,

Just following up to see if you were able to get that quote together with the information we discussed?

Thanks,

Jana Thurman Soileau

Purchasing Manager, City of Hammond

PO Box 2783, Hammond, LA 70404

O: 985-277-5633 | Fax: 985-277-5636

thurman_je@hammond.org

On Mon, Jul 8, 2024 at 8:29 AM Jana Thurman <thurman_je@hammond.org> wrote:

Good Morning,

Can you match the attached quote for State Contract pricing? The City is looking to buy 3 of the attached dump bodies. Please let me know the time frame of delivery if applicable.

Thanks,

Jana Thurman Soileau

Purchasing Manager, City of Hammond

PO Box 2788, Hammond, LA 70404

O: 985-277-5633 | Fax: 985-277-5636

thurman_je@hammond.org

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Bill Hood Ford Can't Guarantee order OR Pricing

Maverick 24MY Production Capacity	Current Fleet Order Bank	
XL	50%	56%
XLT	45%	43%
Lariat	5%	1%
Truck		
2.5L FHEV (FWD only)	40%	55%
2.0L Gas (50% AWD)	60%	45%
Co Pilot 360 Assist (66B)	25%	1%
Load Box Bedliner (96B)	4%	3%
Powertrain		
Tonneau Covers (21D, 21L, 21K)	10%	2%
4K Towing (53Q)	20%	8%
Options		

Escape 24MY Production Capacity	Current Fleet Order Bank	
Active (U0G, U9G)	52%	44%
Platinum (U0J, U9J)	1%	2%
ST Elite (U9P)	1%	1%
ST Line (U0M, U9M)	30%	14%
ST Select (U9N)	16%	40%
Truck		
1.5L FWD	40%	21%
1.5L AWD	40%	32%
2.0L AWD	10%	1%
2.5L FHEV FWD (Allocated FINs Only)	5%	11%
2.5L FHEV AWD (Allocated FINs Only)	5%	34%
2.5L PHEV AWD (No Fleet Availability)	0%	0%
Powertrain		
Cold Weather Package (19H)	50%	31%
Trailer Tow Package (536)	6%	0%
Options		

F450 24MY Production Capacity	Current Fleet Order Bank	
XL	68%	81%
XLT	28%	18%
Lariat	4%	1%
Regular Cab	10%	19%
Super Cab	22%	19%
Crew Cab	68%	62%
4x2	20%	24%
4x4	80%	76%
2.7L	35%	21%
5.0L	35%	36%
Cab/Drive		
3.5L EcoBoost	10%	35%
3.5L HEV	20%	8%
Powertrain		

Super Duty 24MY Production Capacity	Current Fleet Order Bank	
Pickup	64%	2
Crew Cab	55%	4
Regular Cab	20%	3
Super Cab	25%	2
Chassis	36%	6
Crew Cab	23%	3
Regular Cab	58%	4
Super Cab	10%	1
XL	85%	9

XLT	85%	9
Lariat	15%	1
350 Chassis	25%	2
450 Chassis	11%	1
550 Chassis	4%	4
600 Chassis	11%	1
6.8L	25%	2
7.3L	23%	2
6.7L	33%	4
6.7L HD	2%	1
Heavy Duty Alternator (160 Amp Base Alternator on XL Gas Pickup)	10%	2

Transit 24MY Production Capacity	Current Fleet Order Bank	
3.5L Cyclone	85%	7
3.5L EcoBoost	15%	24
AWD	70%	8
AWD	30%	20
Passenger Van	29%	52
Cargo Van	59%	43
Cutaway/Chassis Cab	12%	5
Low Roof	21%	31
Medium Roof	39%	38
High Roof	40%	30