

**CITY OF GAUTIER  
MEMORANDUM**

**To:** Samantha Abell, City Manager  
**From:** Cindy Steen, Purchasing Agent  
**Through:** Cindy Russell, City Clerk  
**Date:** April 16, 2013  
**Subject:** Loan for the Command/Support Apparatus

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**REQUEST:**

City Council authorization is requested for the City to enter into a loan agreement with M&M Bank in the amount of \$84,151.00 for a 2013 Ford F550SD 4-door 4x2 Chassis Command Support Apparatus.

**BACKGROUND**

This vehicle was put out for bid and awarded to Sunbelt Fire on November 6<sup>th</sup>, 2012. In accordance with this year's budget we will be making a down payment of \$80,000.00 from the Insurance Rebate fund and then financing the remaining \$84,151.00 with a loan from M&M Bank for a five (5) year term at 1.76% interest rate.

**DISCUSSION**

The purchase of this was discussed during the budget process. The initial expenditure will be offset by budgeted loan proceeds. The purchase was budgeted this way as a 5-year loan. This was done to minimize impact on the General Fund budget.

**RECOMMENDATION:**

Based on the interest rates from M&M Bank, City staff recommends that City Council authorize the loan in the amount of \$84,151.00.

**ATTACHMENT(S):**

**Cindy Steen**

*m: m Bank*

*quote*

**From:** Leigh Rayburn <leigh.rayburn@mandmbank.com>  
**Sent:** Monday, April 01, 2013 3:39 PM  
**To:** csteen@gautier-ms.gov  
**Subject:** Rate

Cindy,

We would like to offer you a rate of 1.76% on the fire truck for 60 months with your tax exempt letter. Please let us know if there is anything else we can help you with.

Thank you,

*Leigh Rayburn*

Branch Operations Manager  
2235 Hwy 90  
Gautier, MS 39553  
Ph: (228) 934-1254  
Fax: (228) 497-5087  
Email: [leigh.rayburn@mandmbank.com](mailto:leigh.rayburn@mandmbank.com)



People's Bank  
quote

**Cindy Steen**

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**From:** David Thompson <dthompson@thepeoples.com>  
**Sent:** Monday, April 08, 2013 4:10 PM  
**To:** csteen@gautier-ms.gov  
**Subject:** RE: 2013 Fire Truck

Cindy,

We can give a tentative bid of 3.95%. Once we have actual bid request showing the actual details and payment plan, we will be able to give a more definitive number.

Thanks,

David

>>> "Cindy Steen" <csteen@gautier-ms.gov> 4/8/2013 1:12 PM >>>

Thanks

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**From:** David Thompson [<mailto:dthompson@thepeoples.com>]  
**Sent:** Monday, April 08, 2013 11:55 AM  
**To:** [csteen@gautier-ms.gov](mailto:csteen@gautier-ms.gov)  
**Subject:** 2013 Fire Truck

Cindy,

I have forward your request to Chevis Swetman, President for a quote. He may need some current financial statements before he gives a quote. I'll let you know as soon as I hear.

David

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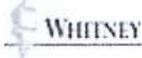
Hancock Bank  
Quote

**Cindy Steen**

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**From:** King, Jonathan <Jonathan.King@hancockbank.com>  
**Sent:** Monday, April 08, 2013 10:36 AM  
**To:** csteen@gautier-ms.gov  
**Subject:** RE: Quote

Cindy,  
I am sorry. For some reason I did not receive your previous email. For 5 years, you would be looking at a rate of 2.34%. Annual payment amount would be \$18,029.89. Thanks and let me know if y'all want to proceed.



Jonathan King  
Municipal Leasing Representative  
Assistant Vice President  
Hancock Bank  
P.O. Box 4019  
Gulfport, MS. 39502  
Phone#228-563-5709 (ext. 85709)  
Cell #228-236-6907  
Fax #228-563-5721

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**From:** Cindy Steen [<mailto:csteen@gautier-ms.gov>]  
**Sent:** Monday, April 08, 2013 10:30 AM  
**To:** King, Jonathan  
**Subject:** FW: Quote

Have you had time to look at this for me yet?

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**From:** Cindy Steen [<mailto:csteen@gautier-ms.gov>]  
**Sent:** Monday, April 01, 2013 4:20 PM  
**To:** King, Jonathan ([Jonathan.King@hancockbank.com](mailto:Jonathan.King@hancockbank.com))  
**Subject:** Quote

Jonathan,

Can you send me the interest rate on a loan for \$84,151.00 for 5 years. This will be payment for a Fire Truck. We are putting a 80,000.00 down payment on it.

Thanks,  
Cindy  
City of Gautier

\*\*\*\*\*  
This E-Mail transmission (and/or the documents accompanying it) may contain information belonging to the sender which is confidential, privileged and/or exempt from disclosure under applicable law. The information is intended only for the use of the individual(s) or entity

March 27, 2013

Ms. Cindy Steen  
City of Gautier  
3330 Highway 90  
Gautier, MS 39553

Dear Ms. Steen,

I would like to thank you again for allowing Sunbelt Fire the privilege of building the premiere fire apparatus in the industry for your department. We take great pride in helping our customers go above and beyond their goals.

It is my pleasure to inform you that your new fire apparatus is well on its way to being completed. As the delivery time approaches, I'd like to review a few items that will speed delivery and ensure a trouble-free transaction.

Since this is a cash transaction, our contract necessitates **payment in full upon delivery and acceptance**. The contract is in the amount of \$164,151.00 and is payable to Sunbelt Fire, Inc. You may choose one of the following payment plans:

1. If we deliver your unit to your fire department and acceptance is completed, please give the check to our Sunbelt Sales Representative or Delivery Representative.
2. In advance of delivery, you may forward the check by courier or a bank wire transaction at our expense.

Although your apparatus may still be approximately 30 days from delivery, we are aware that you may need to present the Invoice to your Board or Council well in advance of delivery in order to have payment ready at the time of delivery. It is for this reason that we are issuing the enclosed Invoice. This Invoice is not the Bill of Sale. You will receive a Bill of Sale at the time of delivery or soon thereafter.

**Good business practice dictates that we not allow unpaid units to be delivered** for two reasons:

Our insurance carrier has very strict requirements as to exactly what measures we must take to insure minimum exposure. Our dealer plate covers the apparatus while traveling from Ocala, Florida to Fairhope, Alabama and, if we deliver the unit, on to your station. When the unit is physically in your



fire station, it is out of our direct care, custody, and control, and as such, not covered by our insurance policy. At that time, our dealer-temporary plate must be removed from the vehicles and it becomes uninsured which is a liability that we are not in a position to assume.

Our second concern is the workman's compensation area of coverage. It is essential if your firefighters are being familiarized with the vehicle, the apparatus must be owned and insured by your buying authority. We do not provide any type workman's compensation coverage for your firefighters while being familiarized with the new apparatus. If a firefighter is injured during this session, serious legal questions could arise if any party other than the buying authority owned the vehicle and workman's compensation insurance was not provided.

Should you have any questions or concerns that need to be addressed, please feel free to call our truck administrator, Jan, at 251.928.9917 ext. 120.

In closing, I hope your community will enjoy having this new fire apparatus and trust it will assist in saving lives and property. As always, we appreciate your friendship and business.

Very truly yours,

A handwritten signature in black ink, appearing to read "Slade M. McLendon". The signature is fluid and cursive, with a large initial "S" and "M".

Slade M. McLendon  
Vice President  
Sunbelt Fire, Inc.

CC: Chief Ray Friar

SMM/jjj



PURCHASE ORDER  
CITY OF GAUTIER  
MISSISSIPPI

251-928-9933

No. : 130153  
Req. No 130166  
Page 1

TO:-----: SHIP TO:-----  
SUNBELT FIRE, INC. : GAUTIER FIRE DEPT :  
8050 MCGOWIN DRIVE : 2502 COLLEGE CIRCLE :  
: GAUTIER, MS 39553 :  
FAIRHOPE AL 36532 0000 : :  
Vendor: 601 : :

Date Ordered : Date Required : Department :  
11/ 8/2012 : 12/ 8/2012 : 161 FIRE FIGHTING :

Quantity	Item Description	Unit Cost	Extension
1.00	SUNBELT FIRE SUPPORT VEHICLE MOUNTED ON A FORD F550SD, 4 DOOR, 4 X 2 CHASIS	159327.0000	EA 159327.00
3.00	50' 12/3 ORANGE 110 VOLT EXTENSION CORDS WITH HOUSEHOLD TYPE CONNECTORS	65.0000	EA 195.00
3.00	CIRCLE D MODEL 164 500 WATT QUARTZ LIGHTS WITH MOUNTING BRACKETS, INSTALLED	328.0000	EA 984.00
1.00	SET OF HURST QUICK STRUTS IN PROTECTIVE CARRYING CASE	1695.0000	EA 1695.00
1.00	FIRECOM 210 INTERCOM SYSTEM CONSISTING OF BASE SYSTEM WITH TWO (2) PTT/INTERCOM PLUG-IN RECEPTACLES AND TWO (2) FIRECOM HEADSETS AND HANGER HOOKS INSTALLED FOR THE	1950.0000	EA 1950.00

CONTINUED ON NEXT FORM \*\*\*\*\*

CONFIRMATION DO NOT BACK ORDER

VENDOR INSTRUCTIONS:

1. Mail Invoice to: ACCOUNTS PAYABLE P.O. BOX 670 GAUTIER, MS 39553-0670
2. PO # must appear on all invoices and any other corresponding paperwork.
3. Please ship open account, no COD's will be accepted.
4. DO NOT include sales tax, as this merchandise is for use by municipality and consequently not subject thereto.
5. Vendor should mail or deliver merchandise with receiving copy and invoice (PO # includes) to Accounts Payable at above address.
6. Not responsible for restocking fees.

By Cindy Steel  
(AUTHORIZED SIGNATURE)

ORIGINAL:Vendor Copy YELLOW:Receiving PINK:File Copy GOLD:Dept. Copy



*Mayor  
Tommy Fortenberry*

*City of Gautier  
Gautier, Mississippi*

*City Manager  
Samantha D. Abell*

*Interim City Clerk  
Teresa L. Montgomery*

*Council  
At Large Mary F. Martin  
Ward 1 Johnny Jones  
Ward 2 Hurley Ray Guillotte  
Ward 3 Gordon T. Gollott  
Ward 4 Scott D. Macfarland  
Ward 5 Adam D. Colledge*



*3330 Highway 90  
Gautier, MS 39553  
Phone: (228) 497-8000  
Fax: (228) 497-8028  
Email: [gautier@gautier-ms.gov](mailto:gautier@gautier-ms.gov)  
Website: [www.gautier-ms.gov](http://www.gautier-ms.gov)*

October 10, 2012

TO: Cindy Steem  
Purchasing Agent

FROM: Ray Frair  
Fire Chief

SUBJECT: New Command/Support Apparatus

Mrs. Steen,

On Tuesday, October 9, 2012, at approximately 10:00 AM in the Gautier City Council Chambers, we received two (2) bids for the advertised Command/Support vehicle for the Gautier Fire Department. The two (2) companies submitting the bids were Sunbelt Fire, Inc. and Rosenbauer Firefighting Technology. The bids received were \$159,327.00 from Sunbelt Fire, Inc. and \$168,328.00 from Rosenbauer Firefighting Technology.

After reviewing the submitted bids for compliance with advertised specifications, the Gautier Fire Department recommends the contract for this vehicle be awarded to Sunbelt Fire, Inc. We have included four (4) of the optional equipment listed. They are the three (3) 50' 12/3, orange 110 volt extension cords with household type connectors - \$195.00, three (3) 500 watt quartz lights - \$984.00, one (1) set of Hurst Quick Struts in protective carrying case - \$1,695.00 and one FireCom 210 intercom system - \$1,950.00. This appears to bring the total cost of the vehicle to \$164,151.00.

In accordance with this year's budget, we will be making a down-payment of \$80,000.00 from the Insurance Rebate Fund and then financing the remaining \$84,151 with a loan with the annual payments coming from the Insurance Rebate Fund. The first annual payment should be in the 2013-2014 budget and the payment will be included in the budget.

If you have any questions, please feel free to contact this office at 228-497-1656.

Respectfully submitted,

RAY FRAIR

xc: Samantha Abell - City Manager

# Official Bid Form

Name: City of Gautier  
 Date: 10/9/2012  
 Time 10:00 am

We are pleased to submit the following bid for one (1) SFEV LR12 fire apparatus with all items and equipment per published specifications.

\$ 159,327<sup>00</sup> each, (Figure Price), excluding federal, state and local taxes.

The following questionnaire shall be completed by the bidder with the understanding that false or misleading information will be grounds for rejection of your bid.

Delivery shall be made in: 120 Calendar Days after chassis

Bid includes prepaid delivery of the vehicle to: Gautier, MS

Terms of Payment: Net on delivery and acceptance

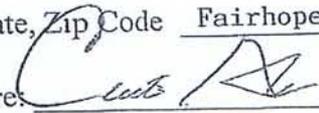
	YES	NO
Has the bidder taken any exceptions to the specifications?		X
Are all deviations from specifications explained as required by these specifications?	n/a	
Is the required bid bond included with the bid?	X	
Is an original Product Liability Certificate Enclosed which lists the City of Gautier as Certificate Holder?	X	
Has the bidder provided a detailed proposal in compliance with these specifications?	X	
Has the bidder complied with all specified warranties?	X	
Has the bidder provided all EVT certificates as required?	X	

Bidder: Sunbelt Fire, Inc.

Manufacturer Sunbelt Fire, Inc.

Address: 8050 McGowin Drive

City, State, Zip Code Fairhope, AL 36532

Signature:   
 Curtis Gho

Title: Territory Manager

## FIRE APPARATUS PROPOSAL

FOR: City of Gautier  
3330 Highway 90  
Gautier, MS 39553

DATE: October 9, 2012

We are pleased to submit our bid for your consideration on the following complete in strict accordance with the attached proposal for:

**One (1) or more Sunbelt Fire Support Vehicle mounted on a Ford F550SD 4-door 4x2 chassis per attached proposal**

Total Price 159,327<sup>00</sup>

A factory trained instructor shall deliver the unit and familiarize department. Proper manuals shall be furnished.

Delivery on the above shall be within 120 calendar days after receipt of chassis, F.O.B. Gautier, MS. The chassis is expected within 90-120 days making actual delivery approximately 210-240 days after receipt of order.

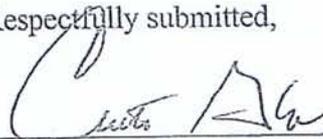
Delivery is subject to delays due to war, fire, labor disputes, strikes, acts of God, government regulations, failure of suppliers to deliver, chassis shortage in the case of commercial chassis, accidents, and other causes beyond our control.

This quotation is good for 30 days. The pricing provided is exclusive of all Federal, State and Local taxes and any other fees which may apply unless specifically noted herein. Mississippi Motor Vehicle License Numbers are SFM043, 1243 and 396.

The vehicle proposed will be constructed at Sunbelt Fire, Inc of Fairhope, Alabama. Service and parts are available through Sunbelt Fire, Inc. Service is available from locations in Fairhope, Alabama, Gulfport, and Lexington, Mississippi.

Respectfully submitted,

By:

  
Curtis Gho – Territory Manager





3	50' 12/3 Orange 110 volt extension cords with household type connectors	\$65.00	\$195.00
3	Circle D model 164 500 watt quartz lights with mounting brackets, installed	\$328.00	\$984.00
1	Set of Hurst Quick Struts in protective carrying case	\$1,695.00	\$1,695.00
1	FireCom 210 intercom system consisting of base system with two (2) PTT/Intercom plug-in receptacles and two (2) FireCom headsets and hanger hooks installed for the driver and officer of the vehicle	\$1,950.00	\$1,950.00