



# CITY MANAGER PURCHASING APPROVAL FORM

CM Number 4327

Department of Financial Management, Purchasing Division

### NOTE TO REQUESTORS

This form is to request City Manager approval for purchases over \$25,000 but not exceeding \$200,000 as required by Administrative Regulations, Financial Policies and Procedures. This form does not replace the Exception to Policy form.

**DESCRIPTION / JUSTIFICATION FOR PURCHASE / TIMING CONSIDERATIONS / SERVICE LEVEL IMPACT IF NOT APPROVED**

This project funds the purchase of one (1) gasoline powered GMC Sierra 1500 Model TK15743 1/2 ton pickup truck. This vehicle will be used to support and deploy a mobile thermal imaging, day/night surveillance camera system, which was funded and is part of a region wide Homeland Security grant funded project. The vehicle and related camera system will be used for CBRNE/Homeland Security/terrorism detection and prevention activities, at emerging events and pre-planned events that are considered high targets. The vehicle and related camera system will also be deployed along the coast, the Port of Long Beach (POLB), and critical infrastructure/key asset locations like the Long Beach Airport. UASI 2012 Grant monies will be used to fund this vehicle. The unit cost will be \$39,246.78, which includes the cost of a performance bond.

Time is of the essence. The UASI Grant 2012 is set to expire on March 31, 2014. Without the purchase of this vehicle, the Long Beach Police Department will be less able to maximize the safety and security of the citizens attending large-scale events and critical infrastructure locations like the POLB and Long Beach Airport. Having the ability to patrol, quickly move the surveillance equipment around at large scale events or different locations increases the department's ability to impact a terrorist act or criminal event.

**FREQUENCY OF PURCHASE**     One-time     Term Order     1<sup>st</sup> Renewal     2<sup>nd</sup> Renewal

Requisition # RQPD14-33    Purchase Order #

Dollar Amount to Add for This Term	\$ 39,246.78	Total Amount (if Change Order)	Term Dates (if applicable) Start	End
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**VENDOR INFORMATION**

Purchasing Division completes this section unless department is requesting a sole source or exception to policy. If so, the requesting department should complete this section. **Note:** Department may opt to pursue sole source or exception to policy, as outlined in AR 23-3 or AR 8-4, by attaching an "Exception to Policy" request to this form, detailing the justification and requesting approval. If professional services are requested, please refer to "Professional Services Checklist" (located on the Purchasing intranet site: <http://clbnet/purchasing>) and submit all required documents with this form. If the ETP purchase exceeds \$100,000 the purchase will require City Council approval.

Vendor Name Reynolds Buick, Inc. - 675 South Citrus Avenue, Covina, CA, 91723

Minimum 3 Businesses Contacted?     Yes     No    ITB / RFP# ITB FS-14-062

Long Beach Business?     Yes     No    ITB / RFP Title

Business Type     LSBE     VSBE     SBE     DBE     MBE     WBE

**REQUESTOR INFORMATION**    Budgeted     Yes     No

The Department Director or his/her Acting replacement **must sign this form.**  
 I certify that this purchase will not cause my department to exceed the \$200,000 threshold for goods or services as specified in the purchase order. I have received 3 bids or proposals and I certify that no bid protests have been received.  
 If bids/proposals cannot be obtained through an ITB/RFP for items between \$25,000 to \$100,000, an EXCEPTION TO POLICY FORM IS REQUIRED.

ETP Attached     Yes     No

Director Jim McDonnell    Signature

Department Police    Department Contact Michael Lewis - 577-4350

### APPROVALS

Technology Services Approval (if applicable)*	Date	Homeland Security Grant Approval (if applicable)*	Date
City Purchasing Agent Approval	Date <u>2/25/14</u>	Buyer's Initials <u>ML</u>	Date <u>2/25/14</u>
City Manager Approval	Date <u>3-18-14</u>		

\*Appropriate signatures must be obtained before submitting to Purchasing.    CM Approval Form - Revised 9/30/2013

Since 1915  
**REYNOLDS**  
BUICK • GMC • ISUZU



PURCHASE ORDER [REDACTED]

INVOICE DATE 3-24-14

SOLD TO: CITY OF LONG BEACH POLICE DEPARTMENT-FISCAL DIV  
ADDRESS: 400 W. BROADWAY  
LONG BEACH, CA. 90802

INVOICE # CG14-0888

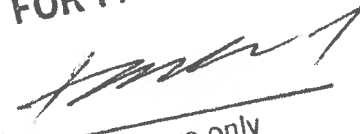
DESCRIPTION OF VEHICLE

MAKE GMC MODEL 1K15743 BODY PK NEW/USED NEW

YEAR: 2014  
ORDER # RKK11114


SELL PRICE \$ 39,678.57  
SALES TAX \$ 3,211.08 9% TAX  
PERFORMANCE F BOND \$ 357.11  
TOTAL DUE: \$ 39,246.79

INVOICE APPROVED  
FOR PAYMENT

X   
Signature only

RECEIVED BY:

DATE:

Approved  
by  #5353  
WASE 12

www.reynolds1915.com

REYNOLDS USED CARS  
345 NORTH CITRUS AVENUE • P.O. Box 400 • WEST COVINA, CALIFORNIA 91793-0400 • (626) 966-4461



City of Long Beach  
 City Purchasing Agent  
 333 W. Ocean Blvd./7th Floor  
 Long Beach, CA 90802

# PURCHASE ORDER

PAGE: 1

DATE: 03/19/2014  
 \*\* ORIGINAL \*\*

PO NUMBER: [REDACTED]

VENDOR:

REYNOLDS BUICK GMC  
 345 N CITRUS AVE  
 WEST COVINA, CA 91791

\*\*\*\*\*IMPORTANT NOTICE\*\*\*\*\*  
 Please note the "Bill To" address on this purchase order has changed. For billing inquiries, please contact the City Department responsible for this order.

BILL TO:  
 CITY OF LONG BEACH  
 POLICE DEPARTMENT-FISCAL DIVISION  
 VIA EMAIL: PD-ACCTSPAY@LONGBEACH.GOV  
 OR MAIL TO:  
 400 W. BROADWAY  
 LONG BEACH, CA 90802  
 STAFF (562)570-7260

SHIP TO:  
 COMMUNICATIONS  
 POLICE DEPARTMENT  
 2990 REDONDO AVE  
 LONG BEACH, CA 90806-2416  
 (562)570-7236

VEN CONTACT: MIKE O'HARE | VENDOR TEL: (626)523-2576

DISCOUNT TERMS: NET 30	FREIGHT CARRIER:	F.O.B. : DEST
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DELIVERY REQUIRED 06/01/2014	DEPT. CODE PDSUEO	REQ NO. RQPD14000033
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ISSUED UNDER CONTRACT NO:  
 BPO ID :

ITEM	COMMODITY ID	QUANTITY	U/M	UNIT PRICE	TOTAL PRICE
001	070-05	1.00	EA	39,246.7600	39,246.76

SPECIFICATIONS PER ITB FS-14-062  
 FOR THE PURCHASE OF ONE GMC SIERRA 1500 FOR LONG BEACH POLICE DEPARTMENT

COMMODITY LINE TOTAL	39,246.76
TAX TOTAL	0.00
GRAND TOTAL	39,246.76

- 1) W9 FORM MUST BE ON FILE WITH DEPT OF FINANCIAL MANAGEMENT. GO TO WWW.LBPURCHASING.ORG FOR DETAILED DIRECTIONS OR CALL 562-570-6200.
- 2) PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, SHIPPING

(CONTINUED ON NEXT PAGE)

**THIS INFORMATION IS AVAILABLE IN AN ALTERNATIVE FORMAT BY CONTACTING 562/570-6200.**



City of Long Beach  
 City Purchasing Agent  
 333 W. Ocean Blvd./7th Floor  
 Long Beach, CA 90802

# PURCHASE ORDER

PAGE: 2

DATE: 03/19/2014  
 \*\* ORIGINAL \*\*

PO NUMBER: [REDACTED]

ITEM	COMMODITY ID	QUANTITY	U/M	UNIT PRICE	TOTAL PRICE
COMMODITY NAME/SPECIFICATIONS					

DOCUMENTS AND PACKAGES RELATED TO THIS ORDER.

- 3) ISSUANCE OF THE PURCHASE ORDER BY THE CITY CONSTITUTES ACCEPTANCE OF SUPPLIER'S OFFER ON THE TERMS AND CONDITIONS STATED HEREIN AND IN ANY ADDENDUM HERETO.
- 4) SALES TAX ON INVOICES FOR GOODS RECEIVED MUST BE TAXED AT THE CURRENT LOS ANGELES COUNTY RATE.

PRICES SHALL BE IN ACCORDANCE WITH THOSE EXTENDED TO OTHER GOVERNMENTAL AGENCIES. APPLICABLE STATE AND COUNTY SALES TAX WILL BE ADDED TO INVOICE.

THIS PURCHASE ORDER AMOUNT IS ONLY AN ESTIMATE. THE CITY NEITHER WARRANTS NOR GUARANTEES THAT THE TOTAL PURCHASE ORDER AMOUNT WILL BE REACHED.

03 - 19 - 2014

AUTHORIZED SIGNATURE

--- END OF DOCUMENT ---

VCPD14000510

PCHL1410 V5.1	***** CITY OF LONG BEACH ADPICS *****	03/27/2014
LINK TO:	VOUCHER HEADER ENTRY	10:28 AM
VOUCHER NUMBER	: VCPD14000510	DOC TYPE : VA DUE DATE: 03/27/2014
ACTION INDICATOR	: A SINGLE CHECK: N INTF TYPE: VC	EFF DATE: 03/27/2014
STATUS	: APPR CHECK NUMBER:	NOTE: N PART/FINL: P (P/F)
DEPARTMENT	: PDSUEO EMERGENCY OPERATIONS	SERVICE DATE: 03/24/2014
VOUCHER GROSS	: 39,246.79 PO ID: [REDACTED]	CREATE: 03/27/2014
VOUCHER NET	: 39,246.79 CHG SEQ:	UPDATE: 03/27/2014
MATCH TYPE	: AA USER DEFINED 20:	POST:
VENDOR ID/SUFFIX	: V045026 01 REYNOLDS BUICK GMC	CREDIT IND : N
DBA NAME	:	APLB DOC:
ADDRESS	: 345 N CITRUS AVE	SEQ: IVLB14037977
		UNPOST INV : Y
	CITY: WEST COVINA	ST: CA ZIP : 91791 CTRY:
INVOICE NO/DESC	: G14-0888	/



# CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

333 West Ocean Boulevard, 7<sup>th</sup> Floor | Long Beach, CA 90802 | (562) 570-6200 FAX (562) 570-5099

BUSINESS RELATIONS BUREAU/PURCHASING DIVISION

February 12, 2014

**RE: NOTICE OF INTENT TO AWARD  
Invitation to Bid # ITB FS-14-062**

The City of Long Beach has completed its evaluation of Invitation to Bid # ITB FS-14-062 for the purchase of one Ford F-150. One bid was received and evaluated for responsiveness. A bid recap has been posted to the City's on-line bidding site. It is the City's intent to award to Reynolds Buick, Inc for a GMC Sierra 1500 as the lowest, responsive bidder.

Thank you for your participation in the procurement process. The City of Long Beach regards your firm as an important and valuable provider of goods and/or services. If I can answer any further questions, please feel free to contact me at 562-570-6020 or [michelle.king@longbeach.gov](mailto:michelle.king@longbeach.gov) during normal business hours.

Yours truly,

Michelle King  
Buyer

RECAP ITB FS-14-062 for the purchase of one ford F-150 Supercrew Pick up

	REYNOLDS BUICK, INC
	COVIINA
	UNIT PRICE
COST FOR VEHICLE	\$ 35,678.57
EXTENDED WARRANTY	NO CHARGE*
PERFORMANCE BOND	\$ 357.14
TIRE TAX	INCLUDED
DELIVERY	NO CHARGE
TAX	\$ 3,211.07
GRAND TOTAL	\$ 39,246.78
BIDDING GMC SIERRA 1500	
MODEL TK15743 APPROVED BY CITY	
*60 MONTHS/100,000 MILES	
POWERTRAIN	
DELIVERY 120 DAYS	

**BID SECTION**

**GRANT FUNDED VEHICLES MUST BE SECURED WITH A PERFORMANCE BOND**

\*60 Months/100,000 Miles  
Powertrain

\$ 35,678.57 COST FOR VEHICLE  
\$ No Charge \* EXTENDED WARRANTY COST (non taxable)  
\$ 357.14 PERFORMANCE BOND COST (non taxable)  
\$ Included TIRE TAX  
\$ No Charge DELIVERY (non taxable)  
\$ 4,311.07 SALES TAX (9%)  
\$ 39,246.78 **TOTAL PURCHASE PRICE**

ESTIMATED DAY OF DELIVERY

120 Days

PAYMENT TERMS  
(discounts offered)

2%-30 Day Open Account



BOND FOR FAITHFUL PERFORMANCE

KNOW ALL MEN BY THESE PRESENTS: THOSE we,  
Reynolds Buick, Inc  
As PRINCIPAL, and Great American Insurance Company Located at  
301 E 4th Street, Cincinnati, OH 45202, a corporation, incorporated under the laws of the  
State of Ohio. Admitted as a surety in the State of California and authorized to transact business in the State of California, as  
**SURETY**, are held and firmly bound unto the **CITY OF LONG BEACH, CALIFORNIA**, a municipal corporation, in the sum of  
\*\*\*\*\*Thirty Eight Thousand Eight Hundred Eighty Nine and 64/100 DOLLARS  
(\$38,889.64\*\*\*\*\*), lawful money of the United States of America, for the payment of which sum, well and truly to be made, we bind  
ourselves, our respective heirs, administrators, executors, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT:

WHEREAS, said Principal has been awarded and is about to enter the annexed contract (incorporated herein by this reference)  
with said City of Long Beach for the GMC Sierra 1500, And  
is required by said City to give this bond in connection with the execution of said contract;

NOW, THEREFORE, if said Principal shall well and truly keep and faithfully perform all of the covenants, conditions, agreements  
and obligations of said contract on said Principal's part to be kept, done and performed, at all times and in the manner specified therein, then  
this obligation shall be null and void, otherwise it shall be and remain in full force and effect;

PROVIDED, that any modifications, alterations, or changes which may be made in said contract, or in the work to be done, or in  
the services to be rendered, or in any materials or articles to be furnished pursuant to said contract, or the giving by the City of any  
extension of time for the performance of said contract, or the giving of any other forbearance upon the part of either the City or the Principal  
to the other, shall not in any way release the Principal or the Surety, or either of them, or their respective heirs, administrators, executors,  
successors or assigns, from any liability arising hereunder, and notice to the Surety of any such modifications, alterations, changes,  
extensions or forbearances is hereby waived. No premature payment by said City to said Principal shall release or exonerate the Surety  
unless the officer of said City ordering the payment shall have actual notice at the time the order is made that such payment is in fact  
premature, and the only to the extent that such payment shall result in actual loss to the Surety, but in no event in an amount more than the  
amount of such premature payment.

IN WITNESS WHEREOF, the above named Principal and Surety have executed, or caused to be executed, this instrument with  
all of the formalities required by law on this 12th day of February, 20 14.

Reynolds Buick, Inc  
CONTRACTOR / PRINCIPAL  
By: [Signature]  
Name: Donald M Reynolds  
Title: President

Great American Insurance Company  
SURETY  
By: [Signature]  
Name: William Belpedio  
Title: Attorney-In-Fact  
Telephone: 888-278-7389

By: [Signature]  
Name: Lauretta L Reynolds  
Title: Secretary

Approved as to form this 12th day of March, 20 14  
CHARLES PARKIN, City Attorney  
By: [Signature] Deputy

approved as to sufficiency this 18 day of 3, 20 14  
By: [Signature]  
City Manager/City Engineer

Note: 1. Both PRINCIPAL AND SURETY before a Notary Public and a Notary's certificate must acknowledge execution of this bond  
Certificate of Acknowledgment must be attached.  
2. A corporation must execute the bond by 2 authorized officers and, if executed by a person not listed in Sec. 313, Calif. Corporate  
Code, then a certified copy of a resolution of its Board of Directors authorizing execution must be attached.

**AFFIDAVIT OF QUALIFICATION**

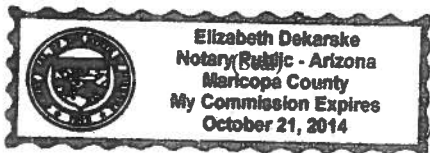
(Must be completed by surety)

State of Arizona

SS

County of Maricopa

On the 12th day of February in the year 2014 before me personally appeared William Belpedio, being first duly sworn on oath deposed and says that (s)he is the Attorney-In-Fact, of said insurance company, and that (s)he is duly authorized to execute and deliver the foregoing obligation; that said insurance company is authorized to execute the same and has complied in all respects with the laws of Nevada in reference to becoming sole surety upon bonds, undertakings and obligations.



Elizabeth Dekarske  
Notary Public

Residing at 22601 N. 19th Ave, Suite 210, Phoenix, AZ 85027

My commission expires October 21st, 2014

**CORPORATE ACKNOWLEDGMENT**

State of California

SS

County of Los Angeles

On the 5 day of March in the year 2014 before me personally appeared Donald M. Reynolds and Lauretta L. Reynolds

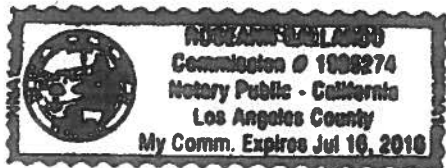
to me known who, being by me duly sworn, did depose and say: That (s)he resided in Covina, CA and that

(s)he is the President and Secretary of Reynolds Buick, Inc the corporation which executed the instrument the reverse and which is described therein; that (s)he signed the instrument on behalf of the said corporation; that (s)he was authorized to do so by Article IV of the Articles of Incorporation of the said corporation, and by order of the Board of Directors of said corporation; and that his/her signature as it appears on the instrument is binding upon the corporation.

Roberto Chellendo  
Notary Public

Residing at 301st Covina, California

My commission expires July 16, 2010



*Self Attached Certificate*

**SOLE OWNER OR PARTNERSHIP ACKNOWLEDGMENT**

State of \_\_\_\_\_

SS

County of \_\_\_\_\_

On the \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_ before me personally appeared \_\_\_\_\_

to me known who being by me duly sworn did depose and say: That (s)he is \_\_\_\_\_

of \_\_\_\_\_ and that (s)he is duly authorized to execute on behalf of the said business the instrument on the reverse and which is described therein.

\_\_\_\_\_  
Notary Public

(Seal)

Residing at \_\_\_\_\_

My commission expires \_\_\_\_\_

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

State of California

County of Los Angeles

On March 5, 2014 before me, Roseann Gallardo, Notary Public

personally appeared Donald M. Reynolds, Lauretta L. Reynolds

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.



I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal. Signature: Roseann Gallardo

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.

Description of Attached Document

Title or Type of Document:

Document Date: Number of Pages:

Signer(s) Other Than Named Above:

Capacity(ies) Claimed by Signer(s)

Form with checkboxes for capacities: Corporate Officer, Individual, Partner, Attorney in Fact, Trustee, Guardian or Conservator, Other. Includes right thumbprint areas for each signer.

**GREAT AMERICAN INSURANCE COMPANY®**

Administrative Office: 301 E 4TH STREET • CINCINNATI, OHIO 45202 • 513-369-5000 • FAX 513-723-2740

The number of persons authorized by this power of attorney is not more than THREE

No. 0 20107

**POWER OF ATTORNEY**

**KNOW ALL MEN BY THESE PRESENTS:** That the GREAT AMERICAN INSURANCE COMPANY, a corporation organized and existing under and by virtue of the laws of the State of Ohio, does hereby nominate, constitute and appoint the person or persons named below, each individually if more than one is named, its true and lawful attorney-in-fact, for it and in its name, place and stead to execute on behalf of the said Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; provided that the liability of the said Company on any such bond, undertaking or contract of suretyship executed under this authority shall not exceed the limit stated below.

Name	Address	Limit of Power
THOMAS C. BUCKNER	ALL OF	BOTH
MICHAEL J. HERRANEN	PHOENIX, ARIZONA	\$75,000,000.
WILLIAM BELPEDIO		

This Power of Attorney revokes all previous powers issued on behalf of the attorney(s)-in-fact named above.

IN WITNESS WHEREOF the GREAT AMERICAN INSURANCE COMPANY has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 3RD day of AUGUST, 2011  
Attest GREAT AMERICAN INSURANCE COMPANY



*Thomas C. Buckner*  
Assistant Secretary

*David C. Kitchin*  
Divisional Senior Vice President

DAVID C. KITCHIN (877-377-2405)

STATE OF OHIO, COUNTY OF HAMILTON - ss:

On this 3RD day of AUGUST, 2011, before me personally appeared DAVID C. KITCHIN, to me known, being duly sworn, deposes and says that he resides in Cincinnati, Ohio, that he is a Divisional Senior Vice President of the Bond Division of Great American Insurance Company, the Company described in and which executed the above instrument; that he knows the seal of the said Company; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by authority of his office under the By-Laws of said Company, and that he signed his name thereto by like authority.



**KAREN L. GROSHEIM**  
NOTARY PUBLIC, STATE OF OHIO  
MY COMMISSION EXPIRES 02-20-16

*Karen L. Grosheim*

This Power of Attorney is granted by authority of the following resolutions adopted by the Board of Directors of Great American Insurance Company by unanimous written consent dated June 9, 2008.

*RESOLVED: That the Divisional President, the several Divisional Senior Vice Presidents, Divisional Vice Presidents and Divisional Assistant Vice Presidents, or any one of them, be and hereby is authorized, from time to time, to appoint one or more Attorneys-in-Fact to execute on behalf of the Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; to prescribe their respective duties and the respective limits of their authority; and to revoke any such appointment at any time.*

*RESOLVED FURTHER: That the Company seal and the signature of any of the aforesaid officers and any Secretary or Assistant Secretary of the Company may be affixed by facsimile to any power of attorney or certificate of either given for the execution of any bond, undertaking, contract of suretyship, or other written obligation in the nature thereof, such signature and seal when so used being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.*

**CERTIFICATION**

I, STEPHEN C. BERAHA, Assistant Secretary of Great American Insurance Company, do hereby certify that the foregoing Power of Attorney and the Resolutions of the Board of Directors of June 9, 2008 have not been revoked and are now in full force and effect.

Signed and sealed this 12th day of FEBRUARY, 2011.



*Thomas C. Buckner*  
Assistant Secretary