



Request for City Council Action

DEPARTMENT INFORMATION

| | | |
|------------------------|--|-------------------------|
| ORIGINATING DEPARTMENT | REQUESTOR: | MEETING DATE: |
| Parks and Recreation | Parks and Recreation Director Jacobs | January 26, 2026 |
| PRESENTER(S) | REVIEWED BY: | ITEM #: |
| Consent | City Administrator/Finance Director Flaherty | 3.8 – Fleet Procurement |

STRATEGIC VISION

| | |
|----------|--|
| MEETS: | THE CITY OF OTSEGO: |
| | Is a strong organization that is committed to leading the community through innovative communication. |
| X | Has proactively expanded infrastructure to responsibly provide core services. |
| | Is committed to delivery of quality emergency service responsive to community needs and expectations in a cost-effective manner. |
| | Is a social community with diverse housing, service options, and employment opportunities. |
| | Is a distinctive, connected community known for its beauty and natural surroundings. |

AGENDA ITEM DETAILS

| | |
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| RECOMMENDATION: | |
| City staff is recommending the City Council approve a fleet vehicle purchase. | |
| ARE YOU SEEKING APPROVAL OF A CONTRACT? | IS A PUBLIC HEARING REQUIRED? |
| No | No |
| BACKGROUND/JUSTIFICATION: | |
| <p>The 2026 Capital Improvement Plan (CIP) includes the replacement of a PW53, a 2016 Ford 3/4-ton pickup with plow package. Staff are requesting approval to replace this vehicle with an identical 2026 Ford 3/4-ton with plow package. This replacement will support the department in summer as a staff maintenance vehicle for trash collection and general park maintenance, and during the winter as a plow vehicle for cul-de-sacs and trails.</p> <p>Staff obtained state contract quoted pricing from Midway Ford, \$51,827.13 for the truck and Surefitters \$15,658.64 for the plow, lighting, and toolbox to meet the specifications of the truck being replaced, total amount \$67,485.77. This amount is within the approved 2026 CIP budget of \$69,500. Staff recommends the current vehicle be authorized for sale at auction.</p> <p>The Public Works Subcommittee reviewed this request at its January 21, 2026, meeting and recommends consideration of approval by the City Council.</p> | |
| SUPPORTING DOCUMENTS ATTACHED: | |
| <ul style="list-style-type: none"> • Quote – Midway Ford • Quote - Surefitters | |

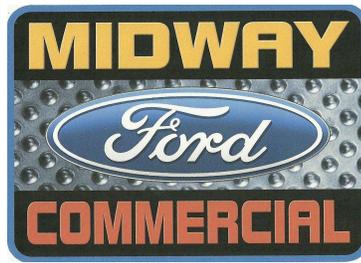
POSSIBLE MOTION

| |
|---|
| PLEASE WORD MOTION AS YOU WOULD LIKE IT TO APPEAR IN THE MINUTES: |
| Motion to accept the quotes and to authorize purchase of a 2026 Ford F-250 from Midway Ford in the amount of \$51,827.13, and to authorize purchase and installation of Plow Package from Surefitters in the amount of \$15,658.64, and to authorize sale of PW53 at auction. |

BUDGET INFORMATION

| | |
|--|-----------|
| FUNDING: | BUDGETED: |
| Fund 206 – Capital Equipment Revolving | Yes |

Midway Ford Commercial
Fleet and Government Sales
 2777 N. Snelling Ave.
 Roseville MN 55113



Travis Swanson
 651-343-5212
tswanson@rosevillemidwayford.com

Fax # 651-604-2936

MF 25
2026 F250 4X4- Super Cab- 6.75' Box

Standard

Automatic Transmission
Dual Front Air Bags
AM/FM Radio
Tow Hitch
Tilt Wheel
Sync
Power Windows

40/20/40 Vinyl Front Seat
Standard Base Upholstery
4-Wheel ABS Brakes
Air Conditioning
LT245/75r17 E All Season Tires
Cruise Control
Power Locks

Front Tow Hooks
Rubber Floor Covering
Black Bumpers w/Rear Step
Matching Full Size Spare Tire
6.8L V8
Rear View Camera

| Options | Code | Price | Select | Exterior Colors | Code | Select |
|-----------------------|------|---------|--------|--------------------------|------|--------|
| LT245/75r17E AT Tires | TBM | \$150 | x | Argon Blue Metallic | E9 | |
| Cloth 40/20/40 Seat | 1S | \$91 | x | Race Red | PQ | |
| XL Chrome Package | 96V | \$387 | x | Agate Black | UM | |
| Snow Plow/Camper Pkg | 47B | \$277 | x | Carbonized Gray Metallic | M7 | |
| Dual Batteries | 86M | \$191 | x | Avalanche | DR | |
| 410 Amp Alternator | 67B | \$195 | x | Oxford White | Z1 | x |
| Brake Controller | 52B | \$273 | x | | | |
| Upfitter Switches | 66S | \$210 | x | | | |
| Mud Flaps | 61S | \$119 | x | | | |
| Pro Power 2000w | 43K | \$897 | x | | | |
| Spray-In bedliner | | \$569 | x | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Option Total | | \$3,359 | | | | |

| Extended Service Contracts | Cost | Select |
|--|---------|--------|
| 7 year/75,000 mile | \$3,400 | |
| PremiumCare Warranty (Bumper to Bumper) | | |
| | | |
| | | |

| Base Price | Totals | You must have a active FIN code to participate in this purchase contract : FIN code # _____ | |
|---------------------------|-------------|---|--|
| | \$44,728.84 | Purchase Order required prior to order placement | |
| Options Price Totals | \$3,359.00 | PO # _____ | |
| Extended Warranty | | Name of Organization _____ | |
| Transit Impr Excise Tax | \$20.00 | Address _____ | |
| Tax Exempt Lic | \$63.25 | City, State, Zip _____ | |
| 6.5% Sales Tax | \$3,306.04 | Contact Person/ Phone # _____ | |
| Document fee | \$350.00 | Contact's e-mail address and fax # _____ | |
| Sub total per vehicle | \$51,827.13 | | |
| Number of Vehicles | 1 | | |
| Grand Total for all units | \$51,827.13 | | |

Acceptance Signature

Print Name and Title

Date



Sales Rep: John Holman
Prepared for: City of Otsego
 8899 Nashua Avenue NE
 Otsego, MN 55330

Ship To: City of Otsego
 8899 Nashua Avenue NE
 Otsego, MN 55330

Contact: Nick Jacobs **Phone:** (763)334-3170 **Email:** njacobs@otsego.mn.gov

Requested by: Nick Jacobs

This Quote is valid through 01/31/2026

Ship Via: Installed

Est. Lead Time (after receipt of Signed Order) 28-35

Tariff Update: If any component pricing is impacted by tariffs between the time of this Proposal and the completion of the project, we reserve the right to pass on increases.

| ITEM NO. | DESCRIPTION | QTY | PRICE | EXT. PRICE |
|----------|-------------|-----|-------------|------------|
| VEHICLE | VEHICLE | 1 | \$0.00 / EA | \$0.00 |

OPTIONS:

MODEL YEAR 2026
 FORD
 F250
 GAS
 REGULAR CAB
 BOX LENGTH 8.0' (98.1")
 BOX DELETE = NO
 SINGLE REAR WHEEL
 VIN: TBA
 Stock #: TBA
 PICKUP & DELIVERY = CUSTOMER

| ITEM NO. | DESCRIPTION | QTY | PRICE | EXT. PRICE |
|-----------|--|-----|-----------------|------------|
| 9'2"SSVXT | BOSS XT V-PLOW, STAINLESS/STEEL, 9'2" DEDUCT \$142 FOR POLY | 1 | \$8,940.00 / EA | \$8,940.00 |

| ITEM NO. | DESCRIPTION | QTY | PRICE | EXT. PRICE |
|----------|-----------------------------|-----|---------------|------------|
| MSC01565 | BOSS SNOW DEFLECTOR, V-PLOW | 1 | \$361.00 / EA | \$361.00 |

| ITEM NO. | DESCRIPTION | QTY | PRICE | EXT. PRICE |
|----------|-------------------------|-----|---------------|------------|
| 15018 | ORIGINAL BACKRACK FRAME | 1 | \$239.00 / EA | \$239.00 |

| ITEM NO. | DESCRIPTION | QTY | PRICE | EXT. PRICE |
|----------|--|-----|---------------|------------|
| 30221TB | BACKRACK INSTALL KIT, W/ TOOL/BOX, '17-CUR FORD SUPER DUTY | 1 | \$140.00 / EA | \$140.00 |

| ITEM NO. | DESCRIPTION | QTY | PRICE | EXT. PRICE |
|------------|---|-----|-----------------|------------|
| 91002REC | UTILITY LIGHT BRACKET, 16X7, /CENTER MOUNT | 1 | \$60.00 / EA | \$60.00 |
| 127-0-04 | SADDLE BOX, ALUMINUM, /FULL STANDARD, CLEAR, 11.0 CU | 1 | \$1,313.20 / EA | \$1,313.20 |
| EPL7PFFC | PINNACLE MINI LIGHTBAR, PERM. /MOUNT, AMBER/WHITE LEDS CENTERED ON TOP OF BACK RACK ALL LIGHTS WIRED TO 1 UPFITTER SWITCH | 1 | \$277.92 / EA | \$277.92 |
| EMPS2SMS4F | MPOWER 4" FASCIA LIGHT W/SCREW/MOUNT, 12 LED, AMBER/WHITE DRIVER'S SIDE OF GRILLE | 1 | \$117.60 / EA | \$117.60 |
| EMPS2SMS4E | MPOWER 4" FASCIA LIGHT W/SCREW/MOUNT, 12 LED, BLUE/WHITE PASSENGER'S SIDE OF GRILLE | 1 | \$117.60 / EA | \$117.60 |
| EMPS2QMS4F | MPOWER 4" FASCIA LIGHT W/QUICK/MOUNT, 12 LED, AMBER/WHITE DRIVER'S SIDE OF TAILGATE | 1 | \$117.60 / EA | \$117.60 |
| EMPS2QMS4E | MPOWER 4" FASCIA LIGHT W/QUICK/MOUNT, 12 LED, BLUE/WHITE PASSENGER'S SIDE OF TAILGATE | 1 | \$117.60 / EA | \$117.60 |
| ENT2B3F | INTERSECTOR UNDER MIRROR LIGHT/BLACK HOUSING, AMBER/WHITE LED UNDER DRIVER'S SIDE MIRROR | 1 | \$178.56 / EA | \$178.56 |
| ENT2B3E | INTERSECTOR UNDER MIRROR LIGHT/BLACK HOUSING, BLUE/WHITE LEDS UNDER PASSENGER'S SIDE MIRROR | 1 | \$178.56 / EA | \$178.56 |
| LABOR-SB | INSTALLATION | 20 | \$175.00 / EA | \$3,500.00 |

PROJECT TOTAL (BEFORE TAX):

\$15,658.64

THE PARTIES AGREE THAT THE TERMS AND CONDITIONS ATTACHED HERETO OR ON THE BACK SIDE OF THIS ORDER ARE INCORPORATED HEREIN AND A PART OF THIS ORDER.

ACCEPTED BY: _____

ACCEPTED DATE: _____

TERMS AND CONDITIONS

1. **PRICING.** All price quotations are valid for fifteen (15) days unless otherwise noted.
2. **PAYMENT.** Unless otherwise quoted by the Company, agreed to in writing or expressly stated on the face of this document, terms of payment shall be as follows:
 - a. For new Buyers or those without open account the terms are Prepay.
 - b. For Buyers with open account the terms are: Net ten (10) days unless otherwise stated.
 - c. A 50% down payment will be required for projects requiring significant engineering and design work, or projects with non-standard components provided or manufactured to the Buyer's requirements, or projects over a certain value as required in the Proposal Terms. Balance due as per a. or b. above.
 - d. A convenience fee of 3% will be added to all credit card payments. This applies to the full amount of the invoice.
 - e. The Company may alter or suspend credit whenever the payment history or financial condition of Buyer warrants such action.
 - f. Overdue payments will be subject to a 1.5% monthly interest rate.
 - g. Buyer shall be liable for all costs, expenses and attorney's fees incurred by the Company in the collection of delinquent accounts.
3. **CUSTOMER VEHICLES IN OUR CARE, CUSTODY AND CONTROL.** The Company is not responsible for damage to Buyer vehicles while in its care, custody, and control.
4. **CUSTOMER VEHICLE STORAGE.** Buyer vehicles not picked up within 10 business days of completion will be assessed a storage fee of ten dollars (\$10.00) per day.
5. **TAXES AND DUTIES.** Prices for Products and Services do not include applicable federal, state or local taxes, now or hereafter enacted, which tax or taxes (i) will be added by the Company to the sales price whenever the Company has the legal obligation to collect same, and (ii) shall be paid by Buyer unless Buyer provides the Company with an appropriate tax-exemption certificate. Except as otherwise agreed to in writing or provided on the face hereof, for sales to points outside the United States all export duties, taxes, licenses, and fees, including customs, are in addition to the quoted prices and shall be Buyer's responsibility, and any such cost incurred by the Company will be passed on to Buyer.
6. **FREIGHT AND SHIPMENTS.** All shipments for domestic sales are F.O.B. the Company manufacturing facility. The Company shall have satisfied all delivery obligations and, subject to the limitations set forth herein, possession of and title to all goods sold hereunder shall be deemed to pass to Buyer upon delivery to the carrier at point of shipment, whereupon Buyer assumes all risk of loss or damage to the goods and responsibility for shipping and insurance costs, regardless of any insurance that may have been secured by the Company at Buyer's request. Any freight and delivery charges paid by the Company in connection with shipments to Buyer will be passed on to Buyer. Buyer shall notify the Company in writing relative to any shipment shortage or damage within two (2) days of receipt of shipment. The Company shall not be liable for delays in delivery or failure to manufacture due to causes beyond its reasonable control. In the event of any such delay or failure, the Company shall be entitled to extend the delivery date by a commensurate period of days. The Company shall have the right to cancel any order or to refuse or delay shipment if Buyer fails to meet payment terms or if there is any materially adverse change in Buyer's financial status. Export of the Company Products or Services outside the United States of America is subject to the latest U.S. Export Regulation issued by the U. S. Department of Commerce, adherence to which is a Buyer's responsibility after initial shipment by the Company.
7. **ORDER CANCELLATION.** If an order is canceled prior to the scheduled ship date, Buyer will be subject to the following cancellation charges: Buyer will be responsible for all costs incurred by the Company prior to the date of cancellation and any further costs incurred in the termination of the project. Cancellation of the order will not relieve the Buyer's liability for payment as specified herein.
8. **CHANGE ORDERS.** Change orders include any deviation from the last design reviewed and agreed upon at the time the purchase order was issued. Buyer directed change orders are subject to additional fees. Depending on the scope of the change order, the Company reserves the right to collect all costs incurred to date. The added cost of the change order will be quoted by the Company and the Buyer can choose to (i) issue a second purchase order to cover the cost of the change order, or, (ii) add the additional charges to the original purchase order.
9. **SCHEDULE CHANGES.** Any delays in installation due to change orders, customer readiness, and/or reasons uncontrollable by the Company, may be subject to partial invoicing for all labor and materials incurred to date by the Company.
10. **PROPRIETARY RIGHTS.** The parties acknowledge that the Company may possess certain proprietary inventions, discoveries, Patents, Trademarks, or other intellectual properties in its products and designs and that the Company retains all right, title, ownership, copyright and/or other intellectual property rights in such. All such intellectual property incorporated shall remain the sole and exclusive property of the Company.
11. **CONFIDENTIAL INFORMATION.** The parties agree that except for the written consent of the other party, each party shall keep confidential and not disclose to any person not affiliated with such party, any of the other party's confidential information and business secrets. The term "confidential information" shall include each party's respective financial, marketing, product, process, customer, dealer, accounting, sales, manufacturing, employment and related information, including such other information that a party treats or otherwise deems as confidential. Confidential information shall also include the Company Creations, Services and payment under this Agreement.
12. **LIMITATION OF LIABILITY. NOT WITHSTANDING ANY OTHER PROVISIONS OF THIS ORDER, IN NO EVENT SHALL THE COMPANY BE LIABLE FOR ANY INCIDENTAL, INDIRECT, SPECIAL, PUNITIVE OR CONSEQUENTIAL DAMAGES ARISING IN ANY MANNER OUT OF ANY BREACH OF WARRANTY OR OUT OF OR CONNECTED WITH THE SALE, LICENSE, LEASE, USE OR ANTICIPATED USE OF THE PRODUCTS, SERVICES, INCLUDING, BUT NOT LIMITED TO, ANY INTERRUPTION OF SERVICE, LOSS OF BUSINESS OR ANTICIPATORY PROFITS RESULTING FROM THE USE OR OPERATION OF THE PRODUCTS OR PROVISION OF SERVICES. NOTWITHSTANDING THE FOREGOING, THE COMPANY'S TOTAL CUMULATIVE LIABILITY UNDER THIS ORDER SHALL NOT EXCEED THE AMOUNT PAID BY BUYER FOR THE PARTICULAR PRODUCTS OR SERVICES INVOLVED.**
13. **SUITABILITY DISCLAIMER.** The performance of the Products depends on a variety of parameters which are beyond the control of the Company. Performance of the Products may vary considerably from one application to the next. THE COMPANY MAKES NO CLAIM, REPRESENTATION OR WARRANTY CONCERNING THE PERFORMANCE OR SUITABILITY OF THE PRODUCTS FOR OR IN BUYER'S APPLICATION. The assessment of usefulness and suitability of the Products for each application rests solely with the Buyer.
14. **WARRANTY.** The Company warrants its workmanship to be free from defects for a period of twelve (12) months from shipment, unless a different period is otherwise quoted in writing by the Company to the original Buyer. The only exception to this is paint issues, which are warranted for a period of ninety (90) days. If an issue arises during the warranty period, the original Buyer shall notify the Company and request a return or re-work authorization. Only after the authorization from the Company has been received can the work to repair the deficiency proceed. The foregoing warranty shall not apply to defects resulting from (i) improper or inadequate maintenance by Buyer; (ii) Buyer-supplied equipment, (iii) unauthorized modifications, misuse or accidents, (iv) operation outside of the environmental specifications of the Product. All Services shall be performed in professional manner, in conformity with industry standards. THIS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.
15. **COMPANY INDEMNIFICATION.** The Company shall defend any claim, suit, or proceeding brought against Buyer by a third party ("Claim") insofar as such Claim is based upon an assertion that the use or transfer of any Product delivered hereunder constitutes infringement of a US patent or registered copyright, provided Buyer (i) notifies the Company promptly in writing as to any such Claim, (ii) grants the Company sole control over the defense and settlement thereof, and (iii) reasonably cooperates in response to a Company request for assistance. Should any Product become, or in the Company's opinion be likely to become, the subject of a Claim, the Company may, at its sole discretion and expense, (a) obtain for Buyer the right to make continued use of such Product, (b) replace or modify such Product so that the Product is no longer infringing, or (c) request return and upon receipt thereof refund to Buyer the residual value thereof, calculated using straight depreciation over a five (5) year useful life. The Company shall have no liability if the alleged infringement is based on (1) combination with non-Company products; (2) use for a purpose or in a manner for which the Product was not designed; (3) use of any older version when use of a newer Company revision would have avoided the infringement; (4) any modification not made with the Company's written approval; (5) any modifications made by the Company pursuant to Buyer's specific instructions; or (6) any intellectual property right owned or licensed by Buyer or any of its affiliates. Notwithstanding the foregoing, in no event shall the Company's liability to Buyer under this Section exceed the amount paid by Buyer to the Company for any allegedly infringing Product. THIS SECTION STATES BUYER'S SOLE AND EXCLUSIVE REMEDY AND THE COMPANY'S ENTIRE LIABILITY TO BUYER FOR THIRD PARTY INFRINGEMENT CLAIMS.
16. **BUYER IDEMNIFICATION.** Buyer shall defend, indemnify and hold harmless the Company against any and all losses claims, demands, actions, damages, attorney's fees and costs, however characterized, including but not limited to those involving personal injury, wrongful death, property damage or diminution of value, business damage or diminution of value, patent or copyright infringement, or any other liabilities of any nature as a result of the Company's goods, materials, representations (both implicit and explicit) and/or Services, if, and only if, Buyer is at least partially at fault for said liabilities. Buyer's indemnification of the Company for patent and copyright infringement under this section shall also apply where Buyer (a) modified, altered, or combined the Product with any equipment not supplied by the Company, or (b) used the Product in a manner for which it was not designed.
17. **ENTIRE AGREEMENT.** In the absence of a separate, duly executed volume purchase or similar agreement between the Company and Buyer, BUYER'S PURCHASE OF THE COMPANY PRODUCTS HEREUNDER REPRESENTS ACCEPTANCE OF THE TERMS AND CONDITIONS HEREIN, WHICH CONSTITUTE THE ENTIRE AGREEMENT BETWEEN THE PARTIES AND SUPERSEDE ANY PRIOR OR CONTEMPORANEOUS COMMUNICATIONS, REPRESENTATIONS, UNDERSTANDINGS OR AGREEMENTS BY EITHER PARTY, WHETHER VERBAL OR WRITTEN, CONCERNING THE SUBJECT MATTER HEREOF. The terms and conditions contained herein take precedence over Buyer's additional or different terms and conditions, to which notice of objection is hereby given. Neither the Company's commencement of performance nor delivery shall be deemed or construed as acceptance of Buyer's additional or different terms and conditions. No waiver, change, or modification to the terms and condition herein shall be valid or binding unless in writing and signed by authorized representatives of both parties.
18. **ASSIGNMENT.** This Agreement may not be assigned by Buyer without prior written consent from a duly authorized representative of the Company. This Agreement shall be binding upon the Buyer's permitted successors and assigns.
19. **SURVIVABILITY.** If any provision of this Agreement shall be invalid or unenforceable under any applicable law, such provisions shall not apply in such instance, but the remaining provisions shall be given their full effect in accordance with their terms.
20. **MISCELLANEOUS.** Except as prohibited by US bankruptcy laws, in the event of Buyer's insolvency or inability to pay debts due, or voluntary or involuntary bankruptcy proceeding by or against Buyer, or appointment of a receiver or assignee for the benefit of Buyer's creditors, the Company may elect to cancel any unfulfilled obligations to Buyer hereunder. The Company shall have all rights and remedies of a secured creditor under the Uniform Commercial Code (UCC) and all other applicable laws. Buyer agrees to execute such financing statements and other documents as the Company may request in order to protect its security interest. If Buyer fails to execute such financing statements and other documents within fourteen (14) days of written request by the Company, then Buyer hereby grants the Company full power and authority to execute and file such financing statement and other documents on Buyer's be
21. **CHOICE OF LAW AND JURISDICTION.** The parties agree that any dispute regarding interpretation or validity of these terms and conditions or relating in any manner to Products or Services sold hereunder shall be governed by the laws, and subject to the jurisdiction of courts, of Minnesota, USA, with any dispute or Claim venued or heard in the State of Minnesota.
22. **NOTICE.** Any notice required under this Agreement shall be valid upon either hand delivery or delivery via United States Mail, postage prepaid, to the parties at the addresses set forth in this

