



# City of Lompoc

RFP No 2835 ADDENDUM NO. 2

## Municipal Financing

THE DATE TODAY IS: Tuesday, November 29, 2016

Please note the following changes, additions and/or deletions to this procurement named above.

Question: Please confirm that items #1 & #2 on Page 6 "Deliverables" should read.. "5, 7 and 10 yr. Options."

Answer: True

Question: Regarding the \$1.5M Tyler Technologies financing, will the City of Lompoc provide an Invoice from Tyler Technologies for the entire \$1.5M that the Lender is to fund/pay in February, 2017?

Answer: It will be invoiced and paid by way of progress payments as implemented.

Question: If the entire \$1.5M Tyler Technologies IT Project is being implemented and invoiced over time, can you provide an estimated vendor payment schedule for the \$1.5M?

We'd like to be clear that we require the initial payment to be reimbursed to the City? We have a reimbursement resolution for that initial payment. The estimated payment schedule follows:

For December 2016	\$475,000
February 2017	\$350,000
April 2017	\$350,000
June 2017	\$325,000

Question . Will the City of Lompoc require that the entire \$1.5M be funded into an Escrow Account either with Bank or directly with the City?

Yes, Lompoc requires funding into an escrow account. Thank you.

Proposals must be received on or before 2:00 p.m. Pacific Standard Time on December 7, 2016.

This Addendums **must be acknowledged and returned** on before the final date to accept proposals and may Be Faxed to (805) 735-7628. Thank you,

*Ray Ambler*

Ray Ambler  
Purchasing and Materials Manager

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Bidder's Acknowledgment: I/We the undersigned bidder hereby acknowledge this Addendums 1 and 2 to RFP/BID No.2835.

**(Please type or print)**

\_\_\_\_\_  
COMPANY NAME

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED REPRESENTATIVE

\_\_\_\_\_  
AUTHORIZED REPRESENTATIVE (PLEASE PRINT)  
Document2

\_\_\_\_\_  
DATE



# City of Lompoc

RFP No 2835 ADDENDUM NO. 1

## Municipal Financing

**THE DATE TODAY IS: Tuesday, November 22, 2016**

Please note the following changes, additional information and/or deletions to this procurement named above.

**Question 1** The RFP is asking that the Lender take Equipment & Real Property as collateral. Capital Equipment is structured as a Non-Appropriation Lease whereas Real Property is structured through an Abatement Lease. If the City Civic Center has an insured value of \$3,550,000.00 or greater it would be easier to structure the entire project as an abatement lease to avoid paying double documentation.

Answer: We would consider that acceptable.

**Question 2** The City has requested different terms (5, 7, 10 Years) to be done under one loan agreement. For simplicity purposes, will provide the City with 3 different interest rates for each term and then will have a blended yield which will match the loan payments and will be used for the documents. Is this acceptable for the loan?

Answer: We would consider that acceptable.

**Question 3** We would need to receive verification to the insured value of the City Civic Center prior to funding. Does the City currently have a list of unencumbered facilities with their insured value?

Answer: We can provide verification of the insured value of the City Civic Center. We have a list of unencumbered facilities which is attached or available before funding.

**Question 4** We are an Information Technology Lessor, We are only able to provide you with a financing proposal related to the \$1.5M Tyler Technology Software solution. May we provide you with a lease purchase financing proposal associated with just the Tyler Technologies Software solution of \$1.5M?

Answer: We are happy to consider all of the line items financed by one company or split in the best interest of the City.

The last day to accept proposals shall be unchanged at December 7, 2016 at 2:00 PM.

Please acknowledge and return by fax to (805) 735-7628. Thank you,



Ray Ambler  
Purchasing and Materials Manager

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**Bidder's Acknowledgment:** I/We the undersigned bidder hereby acknowledge this Addendum to RFP/BID No. 2835-1.

**(Please type or print)**

\_\_\_\_\_  
COMPANY NAME

\_\_\_\_\_  
AUTHORIZED REPRESENTATIVE (PRINT and initial)

\_\_\_\_\_  
E-MAIL ADDRESS

\_\_\_\_\_  
FAX NUMBER

\_\_\_\_\_  
DATE

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**City of Lompoc**  
**Statement of Values**  
**Property Coverage**  
**9/1/2015**

**City of Lompoc**

<b><u>Property</u></b>	<b><u>Address</u></b>	<b><u>Sq Ft</u></b>	<b><u>Year Built</u></b>	<b><u>Story</u></b>	<b><u>Building</u></b>
City Hall	100 Civic Center Plaza	28,646	1979	1	5,514,100
Police Station	107 Civic Center Plaza	24,892	1987	2	4,219,100
Fire Station #1	115 So G Street	9,218	1980	2	1,556,200
Public Library	501 E North Ave.	19,710	1967	1	4,799,800
Corporate Yard	1300 W Laurel Ave.	9 bld	1970s	1	7,768,150
Anderson Rec Center	125 W Walnut Ave	15,439	1940/80	2	2,916,980
Aquatic Center	207 W College Ave	42,392	2006	1	11,820,544
Senior Center	1120 W Ocean Ave.	15,000	1/31/2012	1	5,416,000



# City of Lompoc

RFP No. 2835

## Municipal Master Financing

November 15, 2016

Notice is hereby given that sealed Proposals will be received per the attached specifications, at the office of the Purchasing and Materials Manager, 1300 West Laurel Avenue, Lompoc, California, until 2:00 p.m. Pacific Standard Time on December 7, 2016 .

Proposals will not be publicly opened and read.

Proposals are accepted at and all questions and bids should be sent via

email to Ray Ambler at [r\\_ambler@ci.lompoc.ca.us](mailto:r_ambler@ci.lompoc.ca.us), by or

U.S. Mail to the Purchasing & Material Manager  
1300 West Laurel Building 4A  
Lompoc, CA 93436

Or fax to (805)735-7628.

The only authorized City contact will be the Purchasing Officer listed below or other contact through Purchasing Office Staff, from the original issue date until the contract is awarded. Interested bidders or their representatives are not allowed to communicate with City staff regarding this solicitation. If any bidder is found to be in violation of this provision, the City reserves the right to reject their bid.

Please immediately complete the Proposer Contact Information Sheet and fax to 805-735-7628 to be added to the list to receive all clarifications and addendums. **Late proposals will be not be considered but retained in file.**

  
Ray Ambler

Purchasing & Materials Manager



"Proposer Registration Sheet"

Immediately complete and fax this page to (805) 735-7628 to be added to the list to receive all clarifications and addendums. Please let us know if you are working on this solicitation.

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Name of Proposer

\_\_\_\_\_  
Name & Title (please print)

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
E-Mail Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Date

\_\_\_\_\_  
Facsimile Number

\_\_\_\_\_  
Web Page Address

Scope of Services

The City of Lompoc is soliciting bids for the financing of equipment purchase, financial software, and building demolition. The terms and conditions of the financing are as follows:

Lessee: City of Lompoc, California

PROJECT: The City will use the proceeds to finance equipment purchases, financial software, and building demolition to be delivered between 2016 to 2018

PAYMENT FREQ: Semi-Annual in Arrears

SECURITY: The Lease is secured by a lien on the vehicles. The City will provide the winning bidder with a Certificate of Title for the vehicles as they are received. Copies of all invoices will be forwarded prior to funding, if available. If unavailable, invoices will be forwarded after funding for reimbursement to the City for costs incurred on the acquisition.

It is the winning bidder’s responsibility to incur any cost associated with establishing a position as lien holder with respect to the equipment.

FUNDING DATE RFP expected timeline \*

- RFP issued by the City November 15, 2016
- Deadline for RFP questions (2:00 PM PST) November 22, 2016 22
- Answers to RFP questions available November 24, 2016 24
- Proposals Due (2:00 PM PST) December 9, 2016 9
- It is anticipated that the selection of a proposer can be completed by **January 17, 2017**

Proposed funding Term:

Financial Management System	5 years
Solid Waste collection vehicles	10 years
Solid Waste sweeper vehicle	7 years
Police Rescue vehicle	5 years
Pool Demo	10 years

FINANCIAL INFORMATION

The City’s annual budget documents, basic and comprehensive annual statements report for the most recent ten fiscal years ending June 30<sup>th</sup> are found on the City’s website:

<http://www.cityoflompoc.com/ManagementServices/finance/>



**Other information**

[http://www1.cityoflomdoc.com/ManagementServices/Finance/Basic Financial Statement 2015 .pdf](http://www1.cityoflomdoc.com/ManagementServices/Finance/Basic_Financial_Statement_2015.pdf) - City of Lomdoc's Financial Statements

<http://www.cityoflomdoc.com/ManagementServices/Finance/budget15-17/adopted.pdf>  
City of Lomdoc's Budget Documents 2013-2015

**Population** <http://www1.cityoflomdoc.com/departments/comdev/pdf/citypopulation75-16.pdf>

<b>Year</b>	<b>Population</b>
1990	37,649
2010	43,079
2016	44.116

**Lomdoc Top Employers**

<http://www.cityoflomdoc.com/EconDev/topemployers.htm>

OFFICIAL PROPOSAL FORM  
TAX-EXEMPT LEASE PURCHASE TRANSACTION  
FOR CITY OF LOMPOC, CALIFORNIA  
Complete and Return

For Fiscal Year 2017-19

**1. Equipment funding list:**

Solid Waste collection vehicles (2 side load)	650,000
Solid Waste sweeper vehicle	300,000
Police Rescue Vehicle	<u>350,000</u>

**2. Financial Software description**

Tyler Munis Core Financial Systems and System-wide Services to include financial, human resources, payroll, utility billing, business licenses and community development programs. To include the software, installation and conversion

Financial Management System	\$1,500,000
Financial software Collateral proposed:	City Civic Center

**3. Pool Demolition description**

On May 17, 2000, the City of Lompoc closed the Municipal Pool, located at Ocean Avenue and C Street, due to concerns regarding the structural integrity of the building.

Cost Estimate	:	\$750,000
Collateral proposed:		City Civic Center

**4. Transaction total **\$3,550,000.****

- Structure: Semi-annual payments of principal and interest in arrears.
- Annual level debt service
- Funds are estimated to be required beginning in January, 2017.
- Proposers should provide their all-in cost of financing.
- This is a fixed rate bid that is good for the 45 days from the December, proposal due date to and including the timeline lease.

Specify the basis for the recalculation of the rate should the lease closing occur after 45 days

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**(Complete & return)**

## Deliverables:

Each submittal shall include requested information above and the following:

1. Amortization schedules for lease term for each finance item.
  - a. (7 yr. 10 and 15 yr. Options)
2. Interest Rate good for 45 days.
  - a. (7 yr. 10 and 15 yr. Options)
3. Escrow information and pre-payment options completely explained.
4. References of 5 municipal leases you have financed, with references listed and phone numbers.
5. List of proposers key contact personnel, and information about your firm, including years in business, etc.
6. Attach a detailed sequence of events included in the lease purchase process, from application to closing.
7. Amortization year period and Compound period
8. Bid packages should include the
  - a. borrowing rates for each group of vehicles, as well as
  - b. a copy of the standard documents,
  - c. Terms, and conditions that will apply if the bid is selected.
  - d. All fees and expenses must be identified.
  - e. Total amortization payments by component
9. Can you fund in the time line noted above February, 2017?

**Complete and return**

New Equipment Projects

<b>Item Identifier</b>	<b>Description</b>	<b>Financing life total amortization from amortization schedule</b>	<b>Interest rate</b>
<b>04171 &amp; 04172</b>	<b>Solid Waste collection vehicles      \$650,000</b>		
<b>04173</b>	<b>Solid Waste sweeper vehicles      300,000</b>		
<b>12161</b>	<b>Police Rescue vehicle      350,000</b>		
<b>4</b>	Financial Software description      1,500,000		
<b>5</b>	Pool Demolition description      750,000		

**PROPOSAL SIGNATURE FORM**  
**(Complete & return)**

All information submitted by proposer, including signatures, must be original. Copies will not be accepted. The representations herein are made under penalty of perjury.

We hereby certify that:

- That this proposal was not made in the interest of or on behalf of any undisclosed person, partnership, association or corporation.
- That this proposal is genuine and not collusion or sham; and that we did not, directly or indirectly, induce or solicit anyone else to submit a false or sham proposal.
- That we have not, directly or indirectly, by agreement, communication or conference with anyone attempted to induce action prejudicial to the interest of the City of Lompoc, or any other proposer or anyone else interested in the proposed contract; and further,
- Did not, in any manner, directly or indirectly, seek by agreements, communications, or conference with anyone to raise or fix any overhead, profit, or cost element of this proposal price, or that of anyone else.

We hereby offer to sell the City of Lompoc the above material and/or service at the prices shown and under the terms and conditions printed hereon or attached or referenced.

**(Please type or print)**

\_\_\_\_\_  
COMPANY NAME  
REPRESENTATIVE

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
NAME AND TITLE (PLEASE PRINT)

\_\_\_\_\_  
CITY, STATE AND ZIP CODE

\_\_\_\_\_  
E - MAIL ADDRESS

\_\_\_\_\_  
PHONE NUMBER

\_\_\_\_\_  
WEB PAGE

\_\_\_\_\_  
FAX NUMBER

\_\_\_\_\_  
DATE

Ray Ambler, Purchasing & Materials Manager  
1300 West Laurel Avenue  
Lompoc, CA 93436  
(805)875-8003 (805)735-7628 FAX

The sole point of contact in the City is the Procurement Officer. Questions regarding this solicitation must be directed **in writing** to the Procurement Officer.

1. An award is final only upon approval by the appropriate office of the City of Lompoc and execution on behalf of the City.
2. The City may amend this solicitation with an addendum to all registered proposers.
3. The City may cancel this solicitation, OR reject all proposals when this is determined to be in the City's best interests.
4. The City may accept or reject all proposals, in whole or in part, and waive or permit cure of minor irregularities.
5. All proposals should be submitted upon the attached forms, completed and signed.
6. Submission of a signed proposal means the proposer has agreed to all conditions, instructions, descriptions and specifications contained herein.
7. The only terms that will be honored are those terms included in general and special conditions and instructions, purchase order or other documents issued by the City.
8. All time limits stated are of the essence and must be complied with. Any proposals received after closing time stipulated will be returned unopened.
9. LAWS GOVERNING CONTRACT: The contract shall be in accordance with the laws of the State of California and the County of Santa Barbara, California is the only appropriate forum for any litigation.
10. ATTORNEY'S FEES In the event a suit or action is instituted arising out of any contract, the prevailing party shall be entitled to receive, in addition to its cost, such sum as the court may adjudge reasonable as to attorney's fees and costs.
11. ENTIRE AGREEMENT: Any Agreement resulting from this RFP will consist of the following documents, in order of precedence, and shall be the entire agreement between parties:
  - A) Purchase Order
  - B) CITY's Request for Proposals
  - C) Attachment A
  - D) CONTRACTOR's Proposal

DEVIATIONS:  
Complete and Return

No deviations  deviations listed below

Bidders shall note any and all exceptions in space provided. Failure to note said exceptions shall be interpreted to mean that the bidder will perform in the manner described and/or specified in this solicitation.

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