



**RFP #2924**  
**Municipal Master Financing**  
**September 11, 2019**

We ask for your proposal and offer consistent with the attached specifications and

- **Delivered by email** in acrobat pdf (including all sections and attachments) to [purchasing@ci.lompoc.ca.us](mailto:purchasing@ci.lompoc.ca.us) or
- **Delivered By U.S. Mail** Paper proposals may be submitted at the office of the Purchasing and Materials Manager, 1300 West Laurel Avenue Building 4A, Lompoc, California 93436
- **Ending date** and time will be on or before 2:00 P.M. October 8, 2019.
- **Registration:** To be added to the mailing list, to receive all clarifications and addendums, please immediately complete the Proposer Contact Information Sheet and fax to (805) 735-7628.
- **No contact.** From the issue date through the contracting period, the only authorized City contact will be the Purchasing Officer or the Purchasing staff contact listed below. Interested bidders or their representatives are not allowed to communicate with other 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 proposal.
- **Late proposal/proposals will not be considered but retained in file.** The receiving time in the Purchasing Office will be the governing time for acceptability of proposals. Proposals will not be accepted by telephone or facsimile machine. All proposals must bear original signatures and figures.
- **Questions:** Questions may be submitted, by written request, for an interpretation or correction thereof. Email inquiries to [purchasing@ci.lompoc.ca.us](mailto:purchasing@ci.lompoc.ca.us) or fax inquires to (805) 735-7628.

A handwritten signature in blue ink that reads "Maria Salazar".

Maria Salazar  
General Technician



"Proposer Registration Sheet"

Please 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 proposals 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 to be delivered between 2019 to 2021

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 September 11, 2019
- Deadline for RFP questions (2:00 PM PST) September 20, 2019
- Answers to RFP questions available September 23, 2019
- Proposals Due (2:00 PM PST) October 8, 2019
- Approval Process October 22, 2019
- It is anticipated that the selection of a proposer can be completed by **November 15, 2019**

### 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/>

[Comprehensive Annual Financial Report \(CAFR\)](#)

### Other information

The City of Lompoc does not intend to issue more than \$10,000,000 in debt.

### Population (2010)

- Total 43,542
- Density 3,600/sq mi (1,400/km<sup>2</sup>)

**Taxable Assessed Valuation** (in thousands)

2008	2,433,154
2009	2,295,253
2017	2,523,363

**Lompoc Employers**[Major Industries](#)**Equipment funding list** Scheduled replacements

Department	Equipment Vehicle Description	Est Purchase cost	Estimated Useful Life
Solid Waste	6 Refuse Truck-Side Loader	\$1,770,000	7 years
Wastewater	2 Vactors	1,600,000	10 years
Solid Waste	Compactor	1,000,000	20 years
Solid Waste	Loader	440,000	20 years
Electric	Digger/Derrick	330,000	10 years
	Total replacement vehicles for financing consideration	\$ 5,140,000	

For Fiscal Years 2019-21

- Structure: Semi-annual payments of principal and interest in arrears.
- Annual level debt service
- Funds are estimated to be required immediately after award.
- Proposers should provide their all-in cost of financing.

This is a fixed rate RFP that is good for the 45 days from the October 2019, proposal due date to and including the timeline lease.

OFFICIAL PROPOSAL FORM  
TAX-EXEMPT LEASE PURCHASE TRANSACTION  
FOR CITY OF LOMPOC, CALIFORNIA  
Complete and 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 yr. and 15 yr. Options)
2. Interest Rate good for 45 days.
  - a. (7 yr., 10 yr. 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. Proposal packages should include the
  - a. borrowing rates for each group of equipment/vehicles, as well as
  - b. a copy of the standard documents,
  - c. Terms, and conditions that will apply if the proposal 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 March 2020?
10. Specify the basis for the recalculation of the rate should the lease closing occur after 45 days

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Complete and return

New Equipment

Vehicle Item Identifier	Description Funding estimate	Financing life total amortization from amortization schedule	Interest rate
1	6 Refuse Truck-Side Loader 1,770,000		
2	2 Vactors 1,600,000		
3	Compactor 1,000,000		
4	Loader 440,000		
5	Digger Derrick 330,000		
	Sum of amortization	\$	

**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

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



