

RFP file 3060
Municipal Master Financing
November 17, 2023

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 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 31, 2023.
- **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 proposals/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. Fax inquires to (805) 735-7628 or email inquiries to purchasing@ci.lompoc.ca.us



Ray Ambler
Purchasing 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 proposals for the financing of vehicle and equipment purchases. The terms and conditions of the financing are as follows:

Lessee: City of Lompoc, California

PROJECT: The City will use the proceeds to finance vehicle and equipment purchases, to be delivered between 2023 to 2025, including one vehicle that has already been delivered.

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 October 12, 2023
- Deadline for RFP questions (2:00 PM PST) October 18, 2023
- Answers to RFP questions available October 25, 2023
- Proposals Due (2:00 PM PST) October 31, 2023
- Approval Process November 21, 2023
- It is anticipated that the selection of a proposer can be completed by **November 30, 2023**

Proposed funding Term:

Solid Waste collection and roll off vehicles	7 years
Solid Waste landfill vehicle	15 years
Electric vehicles	10 years
Street Lights	15 years

FINANCIAL INFORMATION

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

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

Other information

- The City of Lompoc does not intend to issue more than \$10,000,000 in debt per year during the 2023, 2024 or 2025 calendar years
- What can we provide – the information that we include in our ACFR:
 - Population and city profile information
 - Taxable Assessed Valuation
 - Revenue Capacity, including principal employers
 - Debt Capacity, including legal debt margin information
 - Other Demographic and Economic Information

We have an official statement in regard to the statistical information typically found in an ACFR. The City has a lot of information in the Financial Statements and in the MD&A of the Financial Statements. There is also a lot of information regarding the Financial status of the City found in the Budget documents for Fiscal Years 2023-2025. We hope this helps, if not let me know if I can provide additional information.

Budget and other financial information about the City can be found at:
<http://www.cityoflompoc.com/ManagementServices/finance/>

City of Lompoc's Annual Comprehensive Financial Report for the 2021-2022 Fiscal Year:
<https://www.cityoflompoc.com/home/showpublisheddocument/36701/638072993720170000>

City of Lompoc's Budget Documents 2023-2025:
<https://www.cityoflompoc.com/home/showpublisheddocument/37964/638261423220430000>

General Information about the City:

Population (2023)

- Total 43,736
- Density 3,823

Taxable Assessed Valuation (ACFR)

2009-10	2,283,960,000
2019-20	2,922,493,000
2021-22	3,148,076,000

Lompoc Principal Employers

[Page 223 of the 2021-22 ACFR:](https://www.cityoflompoc.com/home/showpublisheddocument/36701/638072993720170000)

<https://www.cityoflompoc.com/home/showpublisheddocument/36701/638072993720170000>

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

Biennial Budget - Fiscal Years 2023-2025

Equipment funding list:

(7) Solid Waste side load collection vehicles	\$2,900,000
(2) Solid Waste rear loader collection vehicles	761,250
(2) Solid Waste roll-off vehicles	470,000
Solid Waste excavator	285,000
Solid Waste loader	295,000
Electric bucket truck	235,000
(2) Electric aerial lift trucks	700,000
Electric digger derrick	400,000
Electric street lighting replacements	<u>2,100,000</u>

Transaction total **\$8,146,250**

- Structure: Semi-annual payments of principal and interest in arrears.
- Annual level debt service
- Funds are estimated to be required beginning in December 2023.
- 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

(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 proposer's 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 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 timeline noted above – December 2023?

Complete and return

Lifetime Amortization schedule totals for each

New Equipment

	Description	Financing life total amortization from amortization schedule	Interest rate
	Solid Waste collections and roll off vehicles \$4,131,250		
	Solid Waste landfill vehicles 580,000		
	Electric vehicles 1,335,000		
	Electric Street Lighting \$2,100,000		

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

RFP No. 3060 Municipal Master Financing Page 10

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.
