



Board of Public Works and Safety

Agenda Item

Cover Sheet

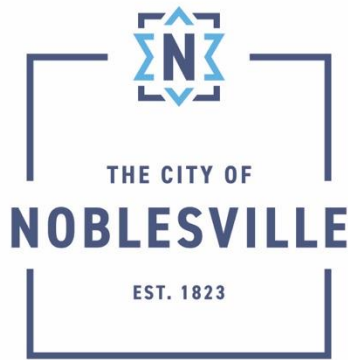
MEETING DATE: March 12, 2024

- Consent Agenda Item
- New Item for Discussion
- Previously Discussed Item
- Miscellaneous

ITEM #: 4

INITIATED BY: Assistant Chief Brad Arnold

- Information Attached
- Bring Paperwork from Previous Meeting
- Verbal
- No Paperwork at Time of Packets



TO: Noblesville Board of Public Works and Safety
FROM: Brad Arnold, Assistant Chief of Police
SUBJECT: Board to Consider Purchase Request with Community Ford of Bloomington for Police Vehicle Purchasing (33 Ford 2024 Police Interceptor SUVs)
DATE: March 12, 2024

The Noblesville Police Department is seeking Board of Works approval for the purchase of vehicles, as part of our annual fleet replacement. These new vehicles will support our efforts in maintaining a fleet replacement program, whereby our older vehicles (7-10yrs old) are decommissioned, and new vehicles are purchased, up-fitted and placed into service.

The vehicles to be purchased at this time are thirty-three (33) Ford 2024 Explorer Interceptor SUVs. Although this purchase request seems extremely large, it encompasses the department's vehicle needs from 2023 and for 2024 combined. As you know auto manufacturers have been extremely delayed in vehicle production, and we were not able to purchase all the patrol vehicles for 2023. Fortunately, Ford has resumed the ordering and build-out process, so we are now able to proceed with our purchasing needs.

We have received three separate quotes/responses from dealerships who deal in these types of vehicles identified. Based upon the quotes received, it was determined that Community Ford of Bloomington provided the only suitable bid. Two other vendors stated they could possibly place bids for 2025 Ford Explorer SUVs but were unable to handle our current purchase requirement of model year 2024 Ford Explorer SUVs. A summary of the quotes received are as follows:

Ford Explorer Interceptors (33 total)
Community Ford of Bloomington - \$1,535,335.25
Don Hinds Ford - declined
Larkin Ford - declined

Funding for this overall purchase is made by way of three funding sources. Funds were encumbered from the 2023 CCD Lease budget and will go towards the purchasing of these



vehicles. Additionally, funding is budgeted in both the 2024 CCD Lease and our department's operational (101) fund to handle the remaining funding needs.

Attached with this document are the quotes/decline letters of all dealerships for your review (Exhibit A).

Therefore, I recommend the Board of Public Works approve this purchase request with Community Ford of Bloomington. Thank you for your consideration!



**APPROVAL DECLARATION OF SPECIAL PURCHASE FOR POLICE PATROL
VEHICLES PURSUANT TO I.C. 5-22-10-1 ET SEQ. FOR THE NOBLESVILLE POLICE
DEPARTMENT**

WHEREAS, in accordance with Indiana Code §5-22-10-1, the City of Noblesville (“City”) may make a purchase without soliciting bids or proposals under certain circumstances (“Special Purchase”);

WHEREAS, Indiana Code §5-22-10-9 allows the City to make a Special Purchase when the purchase of the required supplies under another purchasing method would seriously impair the functioning of the using agency;

WHEREAS, the Noblesville Police Department obtained authority to purchase thirty-three (33) Ford 2024 Police Interceptor SUV vehicles, but due to industry manufacturing struggles there have been considerable delays and ordering limitations by Ford for these vehicles, and they are not being produced in a reasonable timeframe;

WHEREAS, the Noblesville Police Department was unable to purchase vehicles in 2023 due to these production delays; also, Ford did not open nationwide ordering for these vehicles in 2024, and only limited dealerships across the United States were allowed access to ordering, thereby making these vehicles extremely difficult to obtain;

WHEREAS, in accordance with Indiana Code §5-22-10-13, the City may make a Special Purchase without soliciting bids when there is a single source for supply;

WHEREAS, Ford is the only supplier of these vehicles, and Community Ford of Bloomington is one of the limited dealerships nationwide allowed to place orders by Ford for these types of vehicles; and, no other dealership locally was able to place orders for these 2024 Ford Police Interceptor SUV vehicles;

WHEREAS, the Noblesville Police Department, based upon our close working relationship with Community Ford of Bloomington, now has an opportunity to purchase thirty-three (33) Ford 2024 Police Interceptor SUV vehicles from them;

WHEREAS, the Noblesville Police Department needs approval to purchase the thirty-three (33) 2024 Ford Interceptor SUV vehicles that Community Ford of Bloomington has made available to us; otherwise we will not be able to purchase patrol vehicles in 2024, in addition to not purchasing vehicles last year in 2023;

WHEREAS, the Noblesville Police Department now desires to purchase thirty-three (33) Ford 2024 Police Interceptor SUV vehicles from Community Ford of Bloomington in the amount of \$1,535,335.25;

NOW, THEREFORE, City of Noblesville Board of Public Works & Safety meeting in regular session determines the following:

- Section 1. The Board hereby approves the special purchase of these vehicles, as shown by Exhibit A, at a total cost of \$1,535,335.25.
- Section 2. The Board hereby authorizes the Assistant Chief of the Noblesville Police Department, or designee, to execute any and all documents necessary to complete the purchase.
- Section 3. This Declaration shall be of full force and effect from and upon its adoption and in accordance with Indiana law.

SO APPROVED, this ____ day of March, 2024 by the City of Noblesville Board of Public Works & Safety.

JACK MARTIN, PRESIDENT

JOHN DITSLEAR, MEMBER

LAURIE DYER, MEMBER

ROBERT J. ELMER, MEMBER

RICK L. TAYLOR, MEMBER

ATTEST:

EVELYN L. LEES,
CLERK CITY OF NOBLESVILLE, INDIANA

Exhibit A

Quote # 1

Community



LINCOLN

Of Bloomington

Noblesville Police Dept
135 S. 9th Street
Noblesville, IN 46060

February 20th 2024

To Whom it May Concern,

The Noblesville Police Dept is intending to purchase some 2024MY Ford Police Interceptors.

Price of 1 of 23 units per specs : \$46,538.25 totaling \$ 1,070,379.25

Sam Roberts

Indiana Gov't Sales Manager

AutoPlex

COLLISION CENTER

Community



LINCOLN

Of Bloomington

Noblesville Police Dept
135 S. 9th Street
Noblesville, IN 46060

February 20th 2024

To Whom it May Concern,

The Noblesville Police Dept is intending to purchase some 2024MY Ford Police Interceptors.

Price of 1 of 8 units per specs : \$46,538.25

Price of one unit per specs : \$46,531.25

Price of one unit per specs : \$46,118.25

Total price of these units : \$464,955.50

(10 Total)

Sam Roberts

Indiana Gov't Sales Manager

COLLISION CENTER

Quote # 2

Bradley Arnold

From: Brian E. Tragesser
Sent: Wednesday, January 31, 2024 2:04 PM
To: Bradley Arnold
Subject: FW: Noblesville PD



ADDITIONAL RESPONSE FROM DON HINDS FORD

BRIAN TRAGESSER

Sergeant
Quartermaster/Fleet Manager

CITY OF NOBLESVILLE POLICE DEPARTMENT

P: 317.776.6340

135 S. 9th Street • Noblesville, IN • 46060

www.noblesville.in.gov/police

Follow Us:



From: Todd Gilkey <TGilkey@donhindsford.com>
Sent: Wednesday, January 31, 2024 9:28 AM
To: Brian E. Tragesser <btragesser@noblesville.in.us>
Subject: RE: Noblesville PD

You don't often get email from tgilkey@donhindsford.com. [Learn why this is important](#)

Brian,

We're not able to build and price the 2025 PI Explorer, yet. Ford has not posted any of the 2025 information. Ford is now showing Feb 8th as the order bank opening date for Gov't orders. Hopefully by then they'll have the order guide and pricing available. I'll check back in a week and see if the info is there yet.

Have a good day,

Todd Gilkey
Don Hinds Ford

From: Brian E. Tragesser <btragesser@noblesville.in.us>
Sent: Monday, January 29, 2024 1:09 PM
To: Todd Gilkey <TGilkey@donhindsford.com>
Subject: RE: Noblesville PD

Okay so we cannot get 2024 models?

How long would it be before we would likely see the 2025 models once they open the order bank?



Below is what we would be looking at. We're not sure how many at this point.

- Ford Police Interceptor Utility AWD Base (K8A) with the following options.

99B – Engine 3.3 L V6 Direct Injection

86T – Tail Lamp / Police Interceptor Housing

43D – Dark Car Feature

17T – Switchable Red/White Cargo Light Area

51T – Driver Only LED Spot Lamp (Whelen)

55F – Remote Key

16C – Carpet 1st & 2nd Row

549 – Heated Side Mirrors

Color – BLACK

BRIAN TRAGESSER

Sergeant

Quartermaster/Fleet Manager

CITY OF NOBLESVILLE POLICE DEPARTMENT

P: 317.776.6340

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www.CityofNoblesville.org/police

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From: Todd Gilkey <TGilkey@donhindsford.com>

Sent: Monday, January 29, 2024 11:56 AM

To: Brian E. Tragesser <btragesser@noblesville.in.us>

Subject: RE: Noblesville PD

You don't often get email from tgilkey@donhindsford.com. [Learn why this is important](#)

Brian,

Per Ford's fleet bulletin, they are planning to open the 2025 Explorer order bank on February 1st. That will be our next opportunity to place orders. We'll see in a couple of days if they can stay on schedule.

If you can send me your vehicle specs, we'll start preparing for the order bank opening.

Todd Gilkey
Don Hinds Ford

From: Brian E. Tragesser <btragesser@noblesville.in.us>

Sent: Monday, January 29, 2024 11:36 AM

To: Todd Gilkey <TGilkey@donhindsford.com>

Subject: Noblesville PD

Good Afternoon,



I checked in with you back in August/September of 2023 and was looking to get some quotes. You had replied back that you could not quote anything then. Has that changed?

Were in need of Ford Explorer Police Interceptor Utility AWD vehicles and would like a quote.

Options:

- Color: Black Metallic
- Cloth Buckets/Vinyl Rear Seats
- Ebony Interior
- 3.3l TI-VCT V6 FFV Engine
- 10-Speed Auto Transmission
- Cargo Dome Lamp – Red/White
- Courtesy Lamp Disable
- Driver Side LED Spot Lamp
- Power Mirror/Spotter/Heated
- Keyless Entry – Fobs
- Police Wire Harness Connector Rear/Front
- Reverse Sensing System
- Rear Console Mounting Plate
- 4G LTE WI-FI Hotspot Credit

BRIAN TRAGESSER

Sergeant

Quartermaster/Fleet Manager

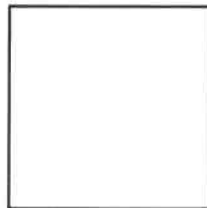
CITY OF NOBLESVILLE POLICE DEPARTMENT

P: 317.776.6340

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www.CityofNoblesville.org/police

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Quote # 3

Bradley Arnold

From: Brian E. Tragesser
Sent: Wednesday, January 31, 2024 2:05 PM
To: Bradley Arnold
Subject: FW: Noblesville PD



RESPONSE FROM LARKIN FORD

BRIAN TRAGESSER

Sergeant
Quartermaster/Fleet Manager

CITY OF NOBLESVILLE POLICE DEPARTMENT

P: 317.776.6340
135 S. 9th Street • Noblesville, IN • 46060
www.noblesville.in.gov/police

Follow Us:



From: Zach Larkin <zlarkin@larkin-ford.com>
Sent: Tuesday, January 30, 2024 9:06 AM
To: Brian E. Tragesser <btragesser@noblesville.in.us>
Subject: Re: Noblesville PD

You don't often get email from zlarkin@larkin-ford.com. [Learn why this is important](#)

Hi Brian,

Unfortunately, we did not win the bid for Explorer Police Interceptor Units. I can quote you a price but it would not be as competitive as the dealer who won the bid. Let me know if you would still like a quote from us!

Thanks,

Zach Larkin
Government Sales Manager



From: Brian E. Tragesser <btragesser@noblesville.in.us>
Sent: Monday, January 29, 2024 11:34 AM

To: Zach Larkin <zlarkin@larkin-ford.com>

Subject: Noblesville PD

Good Afternoon,

I checked in with you back in August/September of 2023 and was looking to get some quotes. You had replied back that you could not quote anything then. Has that changed?

We're in need of Ford Explorer Police Interceptor Utility AWD vehicles and would like a quote.

Options:

- Color: Black Metallic
- Cloth Buckets/Vinyl Rear Seats
- Ebony Interior
- 3.3I TI-VCT V6 FFV Engine
- 10-Speed Auto Transmission
- Cargo Dome Lamp – Red/White
- Courtesy Lamp Disable
- Driver Side LED Spot Lamp
- Power Mirror/Spotter/Heated
- Keyless Entry – Fobs
- Police Wire Harness Connector Rear/Front
- Reverse Sensing System
- Rear Console Mounting Plate
- 4G LTE WI-FI Hotspot Credit



BRIAN TRAGESSER

Sergeant

Quartermaster/Fleet Manager

CITY OF NOBLESVILLE POLICE DEPARTMENT

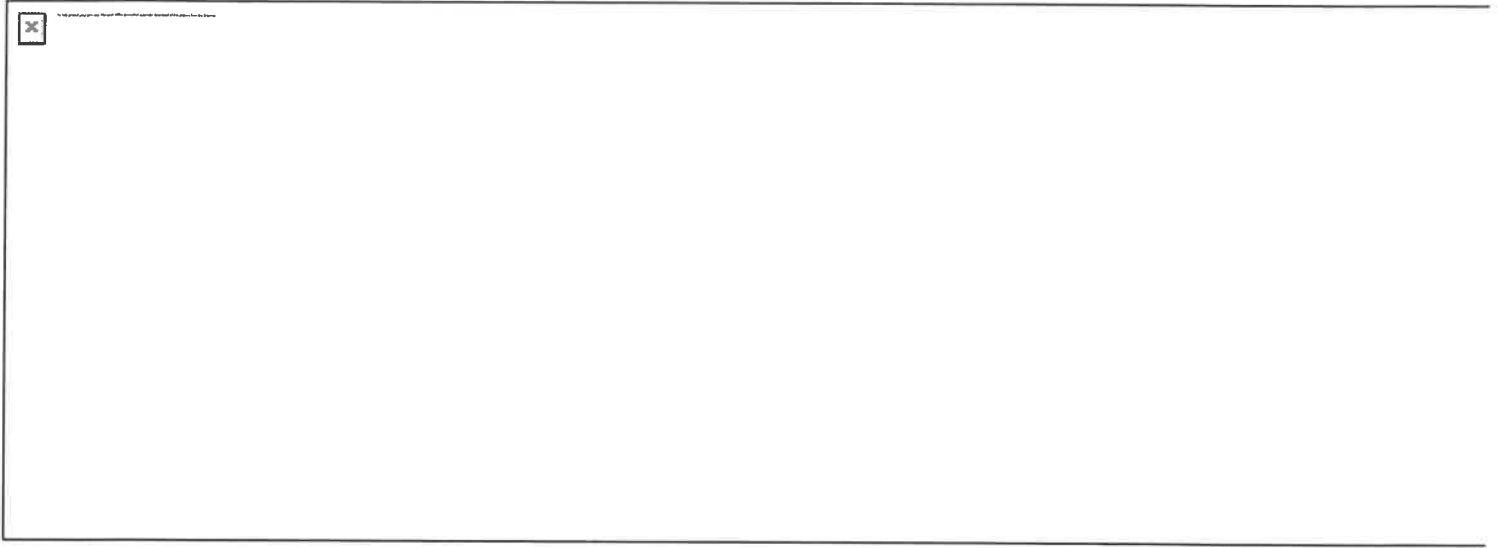
P: 317.776.6340

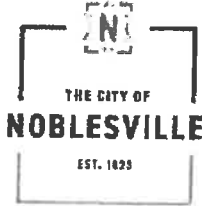
135 S. 9th Street • Noblesville, IN • 46060

www.CityofNoblesville.org/police

Follow Us:







FINANCE & ACCOUNTING

Funding Verification/Encumbrance Request Form

Date to be submitted to BoW/Park Board: 3/12/2024 (put N/A if not submitting to BoW/Park Board)

Vendor name: Community Ford of Bloomington

Vendor Address: 2200 South Walnut St., Bloomington, IN. 47401

Brief description of purchase: 2023 CCD Lease - 2024 Ford Police Interceptor SUV Vehicles (10 total)

Source of Funding:

- Current Year Operational Budget
Subsequent Year Operational Budget
Funding not yet finalized (attach explanation)
Loan or debt proceeds
Non-Appropriated Fund

Table with columns: Fund #, Department #, Project #, Expense Object #, Amount. Row 1: #1, 451.100, \$ 464,955.50

- 1) This option may only be selected AFTER the adoption of the subsequent year budget.
2) This option may only be selected in unusual circumstances.
3) These funds are not appropriated through the annual budget process.

Are you requesting that a Purchase Order (PO) be created for this expenditure?

- Yes Select for all purchases/contracts that will not be paid immediately
No Select ONLY if department plans to initiate payment immediately

The Department certifies that sufficient appropriation authority exists in the stated fund and expense series to obligate the expense for future payment.

Department Director

(Signature) [Handwritten Signature]

Brad Arnold (Printed Name)

2/20/24 (Date)

Please email completed form to OFAbudget@noblesville.in.us

FOR OFFICE OF FINANCE AND ACCOUNTING USE ONLY

OFA Action Taken

- Purchase Order Created
Reviewed Availability of funds (Contract/Purchase of over \$50k or paid with debt proceeds only)

PO # (if applicable) 240124

OFA Signature [Handwritten Signature]

- No Action Taken (Department should still include this form in purchase/contract approval submission)

Comments:

Initials: HT Date: 2/22/24

**PURCHASE ORDER
CITY OF NOBLESVILLE
16 SOUTH 10TH STREET STE 270**

**INDIANA RETAIL TAX EXEMPT
CERTIFICATE NO. 0031216070010**

**FEDERAL EXCISE TAX EXEMPT
356001141**

**NOBLESVILLE IN 46060
PHONE: 317-776-6328
FAX: 317-776-6369**

PURCHASE ORDER NO. 240124

**THIS NUMBER MUST APPEAR ON INVOICES, A/P
VOUCHER, DELIVERY MEMO, PACKING SLIPS,
SHIPPING LABELS AND ANY CORRESPONDENCE.**

SHIP TO:

TO
**VENDOR # 2450
COMMUNITY FORD OF BLOOMINGTON
2200 S WALNUT STREET
BLOOMINGTON IN 47401**

ATTN:

DATE 02/22/2024	DEPARTMENT POLICE	SHIP TO ARRIVE BY
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APPROPRIATION NUMBER	QUANTITY	UNIT	DESCRIPTION	PROJECT #	UNIT PRICE	AMOUNT
290004451.100	1.0		2024 FORD POLICE INTERCEPTORS SUV		464955.50	464955.50

ADDL DESC:10 TOTAL


SHIP VIA	TOTAL 464955.50
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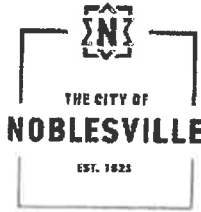
SHIPPING INSTRUCTIONS

- * SHIP PREPAID
- * C.O.D. SHIPMENTS CANNOT BE ACCEPTED
- * PURCHASE ORDER NUMBER MUST APPEAR ON ALL SHIPPING LABELS.
- * THIS ORDER ISSUED IN COMPLIANCE WITH CHAPTER 99, ACTS 1945 AND ACTS AMENDATORY THEREOF AND SUPPLEMENTAL THERETO.

PAYMENT

- * A/P VOUCHER CANNOT BE APPROVED FOR PAYMENT UNLESS THE P.O. NUMBER IS MADE A PART OF THE VOUCHER AND EVERY INVOICE AND VOUCHER HAS THE PROPER SWORN AFFIDAVIT ATTACHED.
- * I HEREBY CERTIFY THAT THERE IS AN UNOBLIGATED BALANCE IN THIS APPROPRIATION SUFFICIENT TO PAY FOR THE ABOVE ORDER.

ORDERED BY 
TITLE _____ CONTROLLER _____



FINANCE & ACCOUNTING

Funding Verification/Encumbrance Request Form

Date to be submitted to BoW/Park Board: 3/12/2024 (put N/A if not submitting to BoW/Park Board)

Vendor name: Community Ford of Bloomington

Vendor Address: 2450 2200 South Walnut St., Bloomington, IN. 47401

Brief description of purchase: 2024 CCD Lease - 2024 Ford Police Interceptor SUV Vehicles (22 total)

Source of Funding:

- Current Year Operational Budget
Subsequent Year Operational Budget
Funding not yet finalized (attach explanation)
[checked] Loan or debt proceeds
Non-Appropriated Fund

Table with columns: Fund #, Department #, Project #, Expense Object #, Amount. Row 1: #1, 451.100, \$ 1,023,841.50

- 1) This option may only be selected AFTER the adoption of the subsequent year budget.
2) This option may only be selected in unusual circumstances.
3) These funds are not appropriated through the annual budget process.

Are you requesting that a Purchase Order (PO) be created for this expenditure?

- [checked] Yes Select for all purchases/contracts that will not be paid immediately
[] No Select ONLY if department plans to initiate payment immediately

The Department certifies that sufficient appropriation authority exists in the stated fund and expense series to obligate the expense for future payment.

Department Director

[Signature]

(Signature)

Brad Arnold

(Printed Name)

2/20/24

(Date)

Please email completed form to OFAbudaet@noblesville.in.us

FOR OFFICE OF FINANCE AND ACCOUNTING USE ONLY

OFA Action Taken

- [] Purchase Order Created
[X] Reviewed Availability of funds (Contract/Purchase of over \$50k or paid with debt proceeds only)

PO # (if applicable): 240125

OFA Signature [Signature]

- [] No Action Taken (Department should still include this form in purchase/contract approval submission)

Comments:

Initials: HT

Date: 2/22/24

**PURCHASE ORDER
CITY OF NOBLESVILLE
16 SOUTH 10TH STREET STE 270**

**INDIANA RETAIL TAX EXEMPT
CERTIFICATE NO. 0031216070010**

**FEDERAL EXCISE TAX EXEMPT
356001141**

**NOBLESVILLE IN 46060
PHONE: 317-776-6328
FAX: 317-776-6369**

PURCHASE ORDER NO. 240125

**THIS NUMBER MUST APPEAR ON INVOICES, A/P
VOUCHER, DELIVERY MEMO, PACKING SLIPS,
SHIPPING LABELS AND ANY CORRESPONDENCE.**

SHIP TO:

TO
**VENDOR # 2450
COMMUNITY FORD OF BLOOMINGTON
2200 S WALNUT STREET
BLOOMINGTON IN 47401**

ATTN:

DATE 02/22/2024	DEPARTMENT POLICE		SHIP TO ARRIVE BY			
APPROPRIATION NUMBER	QUANTITY	UNIT	DESCRIPTION	PROJECT #	UNIT PRICE	AMOUNT
290004451.100	1.0		2024 FORD POLICE INTERCEPTOR SUV		1023841.50	1023841.50

ADDL DESC:22 TOTAL


SHIP VIA	TOTAL 1023841.50
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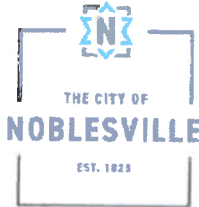
SHIPPING INSTRUCTIONS

- * SHIP PREPAID
- * C.O.D. SHIPMENTS CANNOT BE ACCEPTED
- * PURCHASE ORDER NUMBER MUST APPEAR ON ALL SHIPPING LABELS.
- * THIS ORDER ISSUED IN COMPLIANCE WITH CHAPTER 99, ACTS 1945 AND ACTS AMENDATORY THEREOF AND SUPPLEMENTAL THERETO.

PAYMENT

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ORDERED BY 
TITLE _____ CONTROLLER _____



FINANCE & ACCOUNTING

Funding Verification/Encumbrance Request Form

Date to be submitted to BoW/Park Board: 3/12/2024 (put N/A if not submitting to BoW/Park Board)

Vendor name: Community Ford of Bloomington

Vendor Address: 2450 2200 South Walnut St., Bloomington, IN. 47401

Brief description of purchase: 2024 Ford Police Interceptor SUV Vehicles (1 total)

Source of Funding:

- Current Year Operational Budget
- Subsequent Year Operational Budget¹
- Funding not yet finalized (attach explanation)²
- Loan or debt proceeds
- Non-Appropriated Fund³

Fund #		101
Department #		004
Project # (NA if no project #)		N/A
	Expense Object #	Amount
#1	451.100	\$ 46,538.25
#2		
#3		

- 1) This option may only be selected AFTER the adoption of the subsequent year budget. OFA will create a PO after the start of the next year. If contract details change in between form submission and the start of the year, contact OFA Staff.
- 2) This option may only be selected in unusual circumstances. An additional FVF will need to be submitted to OFA once funding source has been determined. OFA will not create a PO until this follow-up form has been submitted.
- 3) These funds are not appropriated through the annual budget process. They include but are not limited to grant funds and impact fee funds.

Are you requesting that a Purchase Order (PO) be created for this expenditure?

- Yes Select for all purchases/contracts that will not be paid immediately
- No Select ONLY if department plans to initiate payment immediately

The Department certifies that sufficient appropriation authority exists in the stated fund and expense series to obligate the expense for future payment.

Department Director

Brad Arnold

(Signature)

Brad Arnold

(Printed Name)

2/20/24

(Date)

Please email completed form to OFAbudget@noblesville.in.us

FOR OFFICE OF FINANCE AND ACCOUNTING USE ONLY

OFA Action Taken

- Purchase Order Created PO # (if applicable): 240117
 - Reviewed Availability of funds (Contract/Purchase of over \$50k or paid with debt proceeds only)
- OFA Signature [Signature]
- No Action Taken (Department should still include this form in purchase/contract approval submission)

Comments: _____

Initials: HT

Date: 2/22/24

2024 CCD Lease = 22 Fords
IDI-400 Series (1 Ford)



Noblesville Police Dept
135 S. 9th Street
Noblesville, IN 46060

February 20th 2024

To Whom it May Concern,

The Noblesville Police Dept is intending to purchase some 2024MY Ford Police Interceptors.

Price of 1 of 23 units per specs : \$46,538.25 totaling \$ 1,070,379.25

FVF - 22 From 2024 CCD Lease = \$1,023,841.50
FVF - 1 From 2024 IDI-400 = \$46,538.25

Sam Roberts
Sam Roberts
Indiana Gov't Sales Manager

**PURCHASE ORDER
CITY OF NOBLESVILLE
16 SOUTH 10TH STREET STE 270**

**INDIANA RETAIL TAX EXEMPT
CERTIFICATE NO. 0031216070010**

**FEDERAL EXCISE TAX EXEMPT
356001141**

**NOBLESVILLE IN 46060
PHONE: 317-776-6328
FAX: 317-776-6369**

PURCHASE ORDER NO. 240117

**THIS NUMBER MUST APPEAR ON INVOICES, A/P
VOUCHER, DELIVERY MEMO, PACKING SLIPS,
SHIPPING LABELS AND ANY CORRESPONDENCE.**

SHIP TO:

TO
**VENDOR # 2450
COMMUNITY FORD OF BLOOMINGTON
2200 S WALNUT STREET
BLOOMINGTON IN 47401**

ATTN:

DATE 02/22/2024	DEPARTMENT POLICE	SHIP TO ARRIVE BY				
APPROPRIATION NUMBER	QUANTITY	UNIT	DESCRIPTION	PROJECT #	UNIT PRICE	AMOUNT
101004451.100	1.0		2024 FORD POLICE INTERCEPTOR SUV VEHICLE		46538.25	46538.25

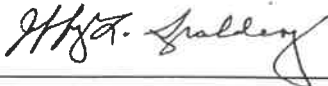
SHIP VIA	TOTAL 46538.25
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SHIPPING INSTRUCTIONS

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PAYMENT

- * A/P VOUCHER CANNOT BE APPROVED FOR PAYMENT UNLESS THE P.O. NUMBER IS MADE A PART OF THE VOUCHER AND EVERY INVOICE AND VOUCHER HAS THE PROPER SWORN AFFIDAVIT ATTACHED.
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ORDERED BY 
TITLE _____ CONTROLLER _____