

# **VEHICLE ORDER PACKET**

**FOR**

**Standard 7 Passenger Non-lift Minivans  
Front Wheel Drive (compact & extended)**

**Model – Caravan**

**Manufacturer -- Dodge**

**Vendor – Bill Snethkamps Lansing Dodge -- Lansing, Michigan**

**Contract Period: March 1, 2008 to September 30, 2010**

**STATE OF MICHIGAN**



**Bureau of Passenger Transportation  
Bus Acquisition and Intercity Transportation**

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# I. Introduction

## **Purpose**

This packet contains vehicle ordering information and related forms for purchasing from the MiDEAL (Extended) Purchasing Program.

## **Instructions**

1. Please read the *MiDEAL Purchasing Program Guidelines* (available on the MDOT website) before ordering any vehicle. These *Guidelines* provide information, procedures, and a checklist to assist with a vehicle purchase.
2. Contact the dealer under “Ordering and Service Information” (section II) to order a vehicle.
3. After receiving the vehicle, complete the Post Delivery Audit Work Sheets (section IV).

## **Important Information**

- This van is not equipped with a lift and/or a mobility device. Agencies are required to either get quotes (under \$25,000) or competitive bids (over \$25,000) for a lift conversion.
- This van does not meet Buy America. A vehicle procurement of more than \$100,000 will require a waiver from the Federal Transit Administration (FTA).

## II. Ordering and Service Information

**Vendor:** **Bill Snethkamps Lansing Dodge Inc.**

**Order Contact:** **Anthony Sasso**  
6131 South Pennsylvania Avenue  
Lansing, Michigan 48911  
(517) 394-1200  
Fax: (517) 394-1282  
Cell: (517) 490-7095

**DMB Contact:** **Laura Gyorkos**  
(517) 373-1455  
E-mail: GyorkosL@michigan.gov

**MDOT Contact:** **Michael Frezell**  
Bureau of Passenger Transportation  
(517) 335-0904  
Fax: (517) 373-7997  
E-mail: frezellm@michigan.gov

#### **IV. State Contract Terms and Conditions**

**You may access State Contract Terms and Conditions at the following web address:**

<http://www.michigan.gov/localgov/0,1607,7-194--213244--,00.html>

Then under “**Contract Number & Terms & Conditions**” column *click on*  
**Contract # 071B8200125**

## V. Specifications

You may access State Specifications at the following web address:

<http://www.michigan.gov/localgov/0,1607,7-194--213244--.00.html>

Then under “**Specifications & Pricing**” column *click on*

**4-Vans** – Grand Caravan (under Snethkamp’s Dodge)

## **VI. Post Delivery Audit Worksheets**

### **Minivan Acceptance Checklist/Writeup Inspection Write-Up**





