

Appleton Police Department

INTEROFFICE MEMORANDUM



Date: July 1, 2019
To: CEA Committee
From: Captain Weiske
Subject: Bergstrom Automotive Vehicle Donation

Bergstrom Automotive Inc. has offered to donate a 2019 Ford Explorer XLT to the Appleton Police Department. The donation is under a 4-year lease agreement at no cost to the City of Appleton/Police Department. The agreement includes the following stipulations:

- Routine service work on vehicle (i.e. oil changes, tire repair, etc.) will be completed by City of Appleton.
- Bergstrom Automotive Inc. will complete warranty work on vehicle.
- Vehicle will have decal(s) noting vehicle was "donated by Bergstrom Automotive".
- Vehicle should not be used for police calls for service (outside emergency situations).
- Vehicle will be assigned to APD's Public Information Officer (PIO) in her daily work (media relations, recruiting, special events, etc.)
- Police decals, lighting/audible equipment will be provided by City of Appleton.
- Installation of lighting/audible equipment should be installed in a manner to cause minimal damage to the vehicle.
- Insurance (Full-Coverage) will be carried on the vehicle by the City of Appleton

Delivery on proposed vehicle is scheduled for week of July 8, 2019. Bergstrom Automotive would also welcome a press release regarding the donation/vehicle.