

Agenda Item: 10.

MEMORANDUM

TO: Programs, Projects & Operations Subcommittee

FROM: Nicole Gust, Purchasing Agent

DATE: December 4, 2017

RE: FY 2018 Replacement Vehicle Purchase

On September 14, 2017, the Board approved the FY 2018 Budget which included \$99,000 allotted to the purchase of three District Vehicles. The Board approved the purchase of these three District vehicles on October 10, 2017 for a total amount of \$70,415. Currently, \$28,585 remain unused in the approved 2018 Vehicle Budget.

The staff has identified a current District vehicle that at present has diminished use due to its minimal hauling and towing capabilities required by the Park Department. In an effort to keep the District vehicles in the best most useful condition as possible, avoid large maintenance costs, and still follow the District's vehicle replacement guidelines, the staff is recommending using the surplus vehicle budget to purchase a replacement vehicle for the District's 2006 Ford F-250 with 124,940 EOY miles and \$6,906 in current maintenance costs.

Informal bids were requested from three local vehicle dealerships for one new, 2018, one ton chassis cab truck with trade-in of the District's 2006 F-250. The bid summary sheet is attached for your review.

The staff recommends that the low and best bid of \$25,134 from Woodhouse Ford for one, 2018 Ford Super Duty F-350 Chassis Cab Truck be accepted with trade-in of the District's 2006 Ford F-250 4x4 Utility Truck, serial number 1FDNF21556EC02494.

Attachments:

Informal Bid Summary Form

Bid Summary Form

INFORMAL REQUEST FOR BIDS ON

One – New – 2018, One Ton Chassis Cab Truck

Dealer	Woodhouse	Gene Steffy	Lee Sapp
A. Total Price	\$28,634	\$28,285	\$30,892
B. Total Price with trade-in	\$25,134	\$25,285	\$27,350
C. Trade-in allowance	\$3,500	\$3,000	\$3,542
D. Vehicle Type	2018 Ford Super Duty F-350 SRW XL 4WD	2018 Ram 3500 Chassis Tradesman SLT	2018 F-350 4x4 Chassis

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