



Memo

To: Lesley Riddle, Director of Public Works

From: Aaron Jones, Superintendent

CC: Laura Carr, Vehicle Maintenance Coordinator

Date: November 14, 2022

Re: Purchase of two pickup trucks for DPW

Currently Public Works is renting two pickup trucks for staff usage. There are not enough vehicles available to get our teams to the locations throughout the City where they are working. These vehicles each cost the City over \$1000.00 a month; in order to save money, it is recommended that we purchase two vehicles.

We have tried to get information about purchasing new vehicles through the State Cooperative Purchasing Agreements, but the dealers are not taking orders at this time due to the limited inventory, and larger jurisdictions purchasing more vehicles get priority over smaller orders.

We have received quotes from three local Ford dealerships. Bob Bell Ford has two white Ford F-150 crew cab trucks in stock right now. There is limited stock available at the dealerships we contacted. We recommend asking for approval to purchase two pickup trucks from Bob Bell Ford. The cost for these vehicles should not exceed \$110,000.00.