



LAUREL POLICE DEPARTMENT

811 Fifth Street • Laurel, Maryland 20707

May 26, 2023

MEMORANDUM

TO: Mayor Craig A. Moe
President Smith and the Laurel City Council

FROM: Russell E. Hamill, III, Chief of Police

SUBJ: Intent to Purchase Agreement

The Laurel Police Department (LPD) is respectfully requesting permission to sign an "Intent to Purchase" agreement regarding the on-going leasing contract with Enterprise Fleet Management. We have been advised that by submitting the "Intent to Purchase" document at this time we may be able to lock in a lower cost on this purchase for the vehicles slated to be leased in the FY2024 budget cycle.

Specifications:

These vehicles are included in our budget submission package that has been previously approved by this Mayor and Council. The projected cost for this fleet procurement for this cycle is \$274,560 which is currently slated for a total of 16 vehicles.

Funding:

This contract for lease is with Enterprise Fleet Management, which includes outfitting the vehicles via Priority Install, via that **Sourcewell Purchasing Cooperative** through the award of RFP #060618-EFM. Funding for this lease acquisition is included in the Adopted FY2023 and FY2024 Capital Improvement Program. Fleet Acquisition.

Recommendation:

It is recommended that the Mayor and City Council approve this signing of the Intent to Purchase Agreement with Enterprise Fleet Management.

Should you have any questions or desire further information, please contact me at (301) 498-0092, Extension 1130.

REVIEWED:

Lisa Woods, Deputy Director
Department of Budget and Personnel Services

Date

Cc: Christian Pulley, City Administrator
Joanne Barr, Deputy City Administrator