



MAYOR AND CITY COUNCIL OF LAUREL DEPARTMENT OF PUBLIC WORKS

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December 20, 2021

MEMORANDUM

TO: Mayor Craig A. Moe
Council President Brencis D. Smith
Laurel City Councilmembers

THRU: Joanne Barr, Deputy City Administrator

FROM: Brian K. Lee, Director, Public Works

SUBJ: Fleet Acquisition -- (2) 2021 Ford F-150 Trucks

The Department of Public Works is requesting approval for the purchase of two 2021 Ford F-150 XL trucks to replace two vehicles which have exceeded their expected lifespan and are on the fleet schedule to be replaced and surveyed out.

Specifications:

The Department solicited several quotes including from vendors on state and county contracts. The accepted quote is from Apple Ford, of Columbia Maryland, who is a vendor on the Baltimore County contract (#00004504).

Vehicle Assignments/Replacements:

Based on the replacement schedule, the following vehicles will be removed from fleet and replaced.

- Vehicle # 712 2009 Dodge Nitro assigned to DPW
- Vehicle # 808 2005 Silverado assigned to FMPS

The quotes were as follows:

Apple Ford – \$61,000.00
Lindsey Ford – \$57,859.00
Hertrich Fleet – \$54,686.00

Funding:

Funding is provided for in the FY2022 CIP Fleet Replacement Program allocated through Ordinance No. 1971. The net cost for both vehicles is \$61,000.00.

Recommendation:

Although the accepted bid is not the lowest bidder, the final cost includes a negotiated reduction of \$4,640.00 off the initial contract price, and there are no potential additional fees for shipping delays and any unforeseen increases due to current fluctuations in the vehicle market. In addition, these vehicles will be available within three weeks, with expected delivery in January 2022. The two other bidders both quoted a 30 week plus lead time with no firm delivery date commitment. Based on our evaluation and the current state of the market it is recommended that the purchase of these vehicles for a total cost of \$61,000.00 to Apple Ford of Columbia Md. be approved.

Should you have any questions or desire further information, please contact Brian K. Lee at (301) 725-0088, extension 3208.

Reviewed:

S. Michele Saylor for Michelle Saylor

S. Michele Saylor, Director
Department of Budget and Personnel Services

12/20/2021

Date

cc: Christian Pulley, CPM, City Administrator