

PROCUREMENT DEPARTMENT



Darrell White
Interim Director

LETTER OF INTENT TO PURCHASE VEHICLE(S) FROM ALLAN VIGIL FORD

This letter of intent dated, **June 6, 2025**, is to inform you that the Central Services Department – Fleet Management Division has concluded that we intend to purchase: **One (1) 2025 Ford Explorer** for the below listed Department(s).

Vehicles: One (1) 2025 Ford Explorer

The specific specifications and pricing information for this purchase are attached.

1. **Buyer:** Augusta, Georgia – Augusta Regional Airport
2. **Seller:** Allan Vigil Ford 6790 Mt. Zion Blvd. Morrow, GA 30260
3. **Vehicles Total Purchase Price:** \$44,960.00

Vehicle(s) to be purchased and Department(s) to receive vehicles:

# of Vehicles	Department	Division	Price
One (1) 2025 Ford Explorer	Augusta Regional Airport	Operations Division	\$44,960.00

A purchase order will be provided upon the approval of the Augusta, Georgia Commission.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "D. White", is written over the text "Respectfully submitted,".

Darrell White

Interim Director of Procurement

Attachments: Vehicle Purchase Price /Specifications/Quotes



Central Services Department

Ron Lampkin, Interim Director
LaQuona Sanderson, Fleet Manager

Fleet Management
1568-C Broad Street
Augusta GA 30904
Phone: (706) 821-2892

MEMORANDUM

TO: Darrell White, Interim Director, Procurement Director *D White*
FROM: ~~Ron Lampkin, Interim Director, Central Services Director~~ *6/6/25*
DATE: June 5, 2025
SUBJECT: Request LOI to purchase one Ford Explorer for the Augusta Regional Airport

Central Services-Fleet Management requests LOI to purchase a 2025 Ford Explorer for the Augusta Regional Airport. Fleet Management located the vehicle on the state contractor's vehicle lot, Allan Vigil Ford.

The Augusta Regional Airport representative will complete the agendas to obtain approval from the Augusta Aviation and the Augusta GA Commissions. Once approved, the Augusta Regional Airport will submit a requisition to secure this purchase.

(1) 2025 Ford Explorer – Stock #SGB11679 - \$44,960

GMA lease will be used for the purchase of the vehicle. Please approve the LOI in total amount of \$44,960 to Allan Vigil Ford. Thank you for your assistance. Please contact Fleet Management with any questions or concerns.

LS/kb


MEMORANDUM

Date: June 3, 2025
To: Kaycee Braswell, Fleet Management
From: Herbert Judon, Jr., Executive Director *HJC*
RE: New Vehicle Purchase – 2025 Ford Explorer

Ms. Braswell,

This letter is to inform you of intent to purchase a new 2025 Ford Explorer for the Airport Operations Department. With the ordering cut-off for the 2025 Explorers, we intend to purchase one from the dealership lot that has the state contract for the Ford Explorers.

Thank you,



Herbert L. Judon, Jr.

**Executive Director
Augusta Regional Airport**



**ALLAN VIGIL FORD
LINCOLN**
EQUAL OPPORTUNITY EMPLOYER

6790 MT. ZION BLVD.
MORROW, GA 30260
(678) 364-3673

NEW CAR INVOICE - FLEET
COME VISIT OUR DEALERSHIP ON THE INTERNET

www.vigilford.com

DATE **06/05/2025**

SOLD TO: **. AUGUSTA-RICHMOND COUNTY**
. 1568 BROAD ST BLDG.C
ADDRESS: **-- AUGUSTA, GA. 30901**

SALESMAN M. Brown	INVOICE # 2025006
-----------------------------	-----------------------------

CUST. NO.	STOCK NO. SGB11679	YEAR-MAKE 2025 FORD	MODEL EXPLORER	MOTOR NO. 1FMUK7DHXSGB11679	ODOMETER MILEAGE 10
				KEY NO.	

2025 EXPLORER ACTIVE RWD

**SPACE WHITE EXT.
DK SPACE GRAY ACTIVEX SEATS
2.3L ECOBOOST I-4 ENGINE
10-SPEED AUTO TRANSMISSION
18" SILVER PAINTED ALUMINUIM WHEELS
ACTIVE COMFORT PKG
*LED FOG LAMPS
*UNIVERSAL GARAGE DOOR OPENER
*HEATED STEERING WHEEL
*LED SIGNATURE LIGHTING
*8-WAY POWER PASSENGER SEAT**

VEHICLE PRICE: **44810.00**

BASE PRICE (INCL. FRT.)	N/A
OPTIONAL EQUIPMENT	
TOTAL LIST PRICE	
CREDIT MEMO	N/A
SELLING PRICE	
ADMINISTRATION CHARGE	N/A
TITLE & INSPECTION	N/A
SALES TAX	N/A
SERVICE AGREEMENT	N/A
PAY-OFF ON TRADE-IN	
TOTAL CASH PRICE	44810.00

STATE CONTRACT #
99999-SPD-ES40199373-002

PRICE SETTLEMENT:	
TRADE IN ALLOWANCE	
CASH DEPOSIT	
CASH ON DELIVERY	
DELIVERY FEE	150.00

It is understood that legal title to the herein described vehicle does not pass from Allan Vigil Ford Lincoln until any check or bank draft given as payment therefor clears the bank on which it is drawn. No warranty other than Ford Motor Co. unless implied in WRITING.

DUE SELLER ON CONTRACT **44960.00**

YR. MODEL N/A	MAKE	SERIES	MOTOR NUMBER	ODOM MIL.	TOTAL SETTLEMENT 44960.00
-------------------------	------	--------	--------------	-----------	-------------------------------------

PURCHASER STATES THAT THERE ARE NO OTHER LIENS ON TRADE-IN OTHER THAN THOSE STATED.

EQUAL OPPORTUNITY EMPLOYER
GEORGIA-CLAYTON COUNTY

The undersigned has this day sold the described vehicle upon the terms and conditions stated to _____
and hereby warrants the title to said vehicle and agrees to defend same against the
claims of all persons whomsoever.

ALLAN VIGIL FORD LINCOLN, INC.

By **Michael Brown**

Notary Public, Clayton County, Georgia

CUSTOMER COPY