



Central Services Department

Horace Green, Director
LaQuona Porter, Fleet Manager

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

MEMORANDUM

TO: Andy Penick, Director, Procurement Director 
FROM: Horace Green, Director, Central Services Director 
DATE: September 18, 2025
SUBJECT: Request LOI to purchase one Ford F150 for the August Regional Airport

Central Services-Fleet Management requests LOI to purchase a 2025 Ford F150 for the Augusta Regional Airport, utilizing state contract #SWC 99999-001-SPD0000183-0002. The state contract holder, Akins Ford Dodge Chrysler, has confirmed availability of the truck on their dealer lot.

The Augusta Regional Airport representative will complete the agenda to obtain approval from Augusta Aviation and the Augusta GA Commissions. Once approved, Augusta Regional Airport will submit a requisition to secure the following purchase through GMA lease.

(1) 2025 Ford F150 – \$58,729.00

Please approve the LOI in total amount of \$58,729.00 to Akins Ford Dodge. Thank you for your assistance. Please contact Fleet Management with any questions or concerns.

LP/kg



BUYER'S ORDER / INVOICE / BILL OF SALE

P.O. Box 280 • Winder, GA 30680 • 770-867-9136 • 800-282-7872 • www.akinsford.com • sales @ akinsford.net

CUSTOMER INFORMATION FOR TITLE PURPOSES						SALE PERSON		PROSPECT #	
NAME(S) FIRST, MIDDLE, LAST OR BUSINESS						STOCK NUMBER		DATE	
AUGUSTA GEORGIA								09/15/25	
						TYPE - R.F.W.T.L.		FLEET#	
STREET ADDRESS			CITY		COUNTY	STATE		ZIP CODE	
						GA			
MAILING ADDRESS			CITY		COUNTY	STATE		ZIP CODE	
HOME PHONE		CELL OR PAGER #		OFFICE OR WORK PHONE		E-MAIL ADDRESS			
PRIMARY PURCHASER INFORMATION						BASE PRICE			
SOCIAL SECURITY		DRIVER'S LICENSE #		DATE OF BIRTH		NAD #			
VEHICLE PURCHASED						BEDLINER			
TYPE	YEAR	MAKE	MODEL	BOY					
NEW	2025	FORD	F-150	CREW CAB 4X4					
CYLINDERS	TRANSMISSION	FUEL	COLOR	TRIM	VIN				
	AUTO		WHITE	XL	1FTFW3L56SFB89769				
KEY CODE		SWC# 99999-001-SPD0000218			ODOMETER				
TRADE-IN #1						TOTAL PRICE INCLUDING DEALER OPTIONS			
YEAR	MAKE	VIN							
MODEL	STOCK NUMBER		ODOMETER		TRADE ALLOWANCE \$				
PAYOFF AMOUNT	GOOD UNTIL		ACCOUNT NUMBER						
PAYOFF OWED TO			PHONE NUMBER		QUOTED BY				
ADDRESS	CITY		STATE		ZIP CODE				
TRADE-IN #2						ADJUSTED PRICE INCL DISCOUNT(S)			
YEAR	MAKE	VIN							
MODEL	STOCK NUMBER		ODOMETER		TRADE ALLOWANCE \$				
PAYOFF AMOUNT	GOOD UNTIL		ACCOUNT NUMBER						
PAYOFF OWED TO			PHONE NUMBER		QUOTED BY				
ADDRESS	CITY		STATE		ZIP CODE				
LIEN HOLDER						GROSS TRADE-IN ALLOWANCE			
PURCHASED VEHICLE LIEN HOLDER				LIEN HOLDER CODE					
ADDRESS	CITY		STATE		ZIP CODE				
INSURANCE						TRADE DIFFERENCE			
COMPANY				POLICY NUMBER					
AGENT				PHONE					
ADDRESS	CITY		STATE		ZIP CODE				
Purchaser agrees that this Order, including all the terms on BOTH THE FACE AND REVERSE SIDE HEREOF, and any retail installment sales contract reflecting the above transaction cancel and supercede any prior agreement or contract and compromise the complete and exclusive statement of the terms. Purchaser agrees that THIS ORDER SHALL NOT BECOME BINDING UNTIL ACCEPTED BY DEALER OR HIS AUTHORIZED REPRESENTATIVE, AND FURTHERMORE IN THE EVENT OF A TIME SALE, THIS ORDER SHALL NOT BE BINDING UNTIL THE RETAIL INSTALLMENT SALES CONTRACT IS SIGNED BY PURCHASER AND HAS BEEN APPROVED BY A BANK OR FINANCE COMPANY WILLING TO PURCHASE SAID CONTRACT ON SUCH TERMS. This agreement cannot be modified except by express agreement of the parties. Purchaser by his executing of the Agreement acknowledges that he has read the terms and conditions and has received a true copy of the agreement.						SERVICE & DOCUMENTATION FEE			
PURCHASER'S SIGNATURE _____ DATE _____ ACCEPTED BY: _____ DEALER OR HIS AUTHORIZED REPRESENTATIVE CO-PURCHASER'S SIGNATURE _____ DATE _____						TAXABLE AMOUNT			
						SALES TAX			
						0%		\$0.00	
						TAG & TITLE FEE			
						GA WARRANTY RIGHTS FEE (NEW ONLY)			
						PRICE INCLUDING TAX & FEES			
						BALANCE OWED ON TRADE(S)			
						TOTAL PURCHASE PRICE W/TRADES			
						REBATE(S) ASSIGNED TO DEALER			
						DEPOSIT RECEIPT #			
						CASH DOWN RECEIPT \$			
						SERVICE CONTRACT			
						GAP			
						UNPAID BALANCE			
						NET DUE UPON DEL CASH/CHEQ CONTRACT			



Phone (706) 798 3236 Fax (706) 798 1551

1501 Aviation Way
Augusta, Georgia • 30906

September 11, 2025

Andy Penick
Augusta, Georgia Procurement Department
535 Telfair Street, Suite 605
Augusta, Georgia 30901

RE: New Vehicle Purchase- Airport Operations

Dear Mr. Penick,

Airport Operations is requesting a new vehicle purchase of a 2025 Ford F150 from Atkins Ford in Winder, GA. The order banks for ordering a new 2025 F150 have closed, and the order banks for 2026 purchases have not yet opened. Fleet Management has advised us that we could find one on a dealership lot that holds the state contract for the Ford F150s.

This vehicle will be replacing a 2011 Ford Expedition with 100,000+ miles on it. As expected with an older vehicle, it has quite a few recurring maintenance issues. The check engine light is constantly on, as well as the tire pressure sensor. The A/C has been patched and repaired for years, but still blows warm air during the summer months. The 4x4 option works intermittently. With rain and other weather events, this poses a risk of a vehicle being stuck, or airport operations not being able to do a full inspection of the perimeter fence, which is a regulatory requirement from the Federal Aviation Administration. The seats are torn in multiple places with the foam underneath showing. It is vital for Airport Operations to have clean, professional vehicles due to escorting airport guests and potential contractors on tours of the airfield for future development and projects.

This vehicle is included in the 2025 operations budget and is part of the GMA Lease program.

We are requesting your approval for this purchase. Upon your approval, this item will follow the proper channel with requesting approval from the Augusta Aviation Commission, followed by the Augusta Commission.

Sincerely,

A handwritten signature in black ink, appearing to read 'Herbert L. Judon, Jr.', written over a horizontal line.

Herbert L. Judon, Jr.

FLY THERE FLY HOME.