



FLEET MAINTENANCE DEPARTMENT

City of Kingsport

To: Nikisha Eichmann, Assistant Procurement Manager
From: Steve Leonard, Fleet Manager
Date: July 21, 2025
Re: Fleet Purchase Recommendation

It is the recommendation of this office to purchase Ditch Witch Horizontal Drill in the amount of \$117,784.46. The unit bid meets the expectations of the Water Services and will fulfill the requirements of their operational needs. This unit will be purchased utilizing Sourcewell Contract # 110421-CMV. A copy of the Sourcewell Contract is attached. The estimated delivery is 2-3 months.

Item	Quantity	Description	Award to Vendor	Fuel Economy
1	1	Ditch Witch JT5 Horizontal Drill	Ditch Witch of Tennessee	N/A City/N/A Hwy

The unit will be a Fleet Replacement

The unit listed below will be replaced and disposed of utilizing the current approved City process.

The Sourcewell offering was reviewed by Adam Williams and he is in agreement with this recommendation.

Fuel Economy Improvement

N/A

Fuel economy will be compatible with the current unit we have.

Sourcewell Contract 110421-CMV

This drill will allow the department to install water lines more efficiently with minor disruptions like the current process.

Should you have any questions on this recommendation, please do not hesitate to contact me.

Thank you.