



MAYOR AND CITY COUNCIL OF LAUREL DEPARTMENT OF PUBLIC WORKS

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December 12, 2023

MEMORANDUM

TO: Mayor Keith R. Sydnor
Council President James Kole
Laurel City Councilmembers

THRU: Joanne Barr, Deputy City Administrator *JHB*

FROM: Brian K. Lee, Director, Public Works *BKL*

SUBJ: Fleet Acquisition – 2024 Ford Transit Passenger Vans

The Department of Public Works is requesting approval for the purchase of two 2024 Ford Transit Passenger Vans to be assigned to the Department of Parks and Recreation to replace vehicles that have exceeded their lifespan for program use but will now be used for building maintenance staff.

Specifications:

The Department solicited several quotes from Sourcewell as well as vendors on state and county contracts. The accepted quote is in the amount of \$124,971.12, from Apple Ford of Columbia Maryland, which is on the Baltimore County contract #0004504.

Vehicle Assignments/Replacements:

Based on the fleet schedule, the following vehicles will be replaced:

- Vehicle #759 which is a 2013 passenger van
- Vehicle #758 which is a 2013 passenger van

Funding:

Funding is provided in the Adopted FY2024 CIP – Fleet Replacement Program

Recommendation:

It is recommended that the purchase of these vehicles be approved for a total cost of \$124,971.12 from Apple Ford of Columbia, Maryland.

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

Reviewed:

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

12/12/2023
Date

cc: Christian Pulley, City Administrator