

MEMORANDUM

DATE: November 7, 2024
TO: Melissa R. Marsh, City Manager
FROM: Sean P. Ballantine, Director of Public Services
SUBJECT: Scheduled Replacement of Vehicle #435

The FY 2024-25 Budget includes funding for the scheduled replacement of Vehicle 435, a 2013 GMC Savana Cargo Van, funded through the Streets division. This vehicle is in fair, bordering on poor condition, qualifying for replacement if the budget allows.

Van 435 is the primary Building Maintenance vehicle, which sees continual use year-round on building and facilities maintenance, as well as election support. Although the vehicle is above the budgeted amount, savings are available from the purchase of the utility vehicle, which is also funded through Streets, which covers this overage; a budget amendment is therefore not required.

Staff therefore recommends that Council approve the purchase of one 2025 Chevrolet Express cargo van from Berger Chevrolet, of Grand Rapids, through the State of Michigan MiDeal Vehicle Purchasing Program, in the total amount of \$40,793.00. Funding is budgeted and available, with savings from the purchase of the Utility Vehicle available in the same fund to cover the overage.

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