



Geneva Community Unit School District 304

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To: Donna Oberg
From: John Robinson
Subject: Capital Expenditure – Trucks
Date: July 28, 2011

Donna,

I am attaching the results of quotations received for three (3) trucks for the Operations & Maintenance Department. The District will be trading in two (2) older vehicles as well, which were applied to two (2) of the vehicles for capital reduction. This will allow us to keep an older (2001) as a spare for plowing. We will be leasing these vehicles. Only Enterprise Fleet Management responded to the RFP. The following are the results of the bids:

<u>Bidder</u>	<u>Mfg</u>	<u>Price</u>	<u>Lease Pmt</u>
Enterprise Fleet Management Glen Ellyn, IL	Ford F250	\$32,147 (less \$5k trade-in)	\$519.97
Enterprise Fleet Management Glen Ellyn, IL	Ford F250	\$32,147 (less \$5k trade-in)	\$519.97
Enterprise Fleet Management Glen Ellyn, IL	Ford F350	\$34,033	\$642.00

Reviewing the vehicles with recent purchases, these prices are in line with them. It is our recommendation to purchase these three (3) vehicles with Enterprise Fleet Management and get them ordered so they can be delivered in November to be prepared for snow plowing. I have the results of the bid in my office if you need to review them.

John