



VICKIE PRICE
Principal
Head Start Director

WEST ORANGE – COVE CISD

North Early Learning Center
Head Start - Pre-Kindergarten - PPCD

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Phone: 409-882-5434 Fax: 409-882-5449

Date: April 9, 2020

To: Policy Council and Board of Trustees

Subject: Approval to Purchase Grant Approved Head Start Vehicles

I am requesting permission to expense the supplemental funding for two vehicles that will assist the Head Start program in fulfilling the needs of the program, students, parents, and community. Quotes requested from Sabine Ford, Granger Chevrolet, and Silsbee Dodge began in December. All three dealerships searched for a 15-passenger van and mid- to full-size SUV in either new or certified pre-owned condition. In the 4-month search, only one dealership was able to meet the needs of the program's request.

Silsbee Dodge reported on March 18, 2020 that they would not be able to meet our budgeted scope with two vehicles. Sabine Ford reported on April 8, 2020 that they did not have the stock to meet our needs without guarantees to go to auction and purchase the vehicles, and then would not be able to guarantee that the vehicles would be within budget.

Granger Chevrolet had two vehicles in stock.

- 2017 Chevrolet Express 3500 LT (15-passenger van) – Total cost being \$19,473.02
- 2017 GMC Acadia SLE (mid-size SUV) – Total cost being \$20,294.75

In lieu of this information, North Early Learning Center is requesting permission to take the offer of Granger Chevrolet upon approval of this request. This would ensure that granted funding be expensed in a timely manner, and under budget.