

**TO:** William Lichter  
Village Manager File 040055

**FROM:** Robert Baxa  
Fleet Services Superintendent

**DATE:** March 18, 2004

**SUBJECT:** FYE 2004/2005 Squad Car Purchase

Included in the FYE 2004/2005 budget are the replacements for six marked squad cars. Policy is to purchase six new units and auction six old units per year. State bid for the 2004 model year pursuit vehicle has been awarded to Landmark Ford of Springfield, IL. The cost of each unit is \$20,668 or \$124,008 for all six. Budgeted amount for this purchase is \$103,800 in accumulated reserves and \$21,000 in auction proceeds equals \$124,800. To ensure we will receive 2004-model year cars prior to September, we will have to order them by the end of April.

Therefore, I request the B.O.T. waive bid, purchase on state contract # PSD4010495 and award a contract to Landmark Ford of Springfield, Il. in the amount of \$124,008 for six 2004 Ford Crown Vic Squad cars.

Attached is a request for board action. If you have any questions or need any additional information, please call me.

cc: John Burg  
Ray Byrne  
Dane Cuny  
Len Flood