

**TO:** William Lichter  
Village Manager

**FROM:** Robert Baxa  
Fleet Services Superintendent

**DATE:** February 2, 2005

**SUBJECT:** State Bid Purchase/Waiver of Bid File # 050060

Included in the FYE 04/05 budget is a replacement for PS 096 (a 1999 GMC Pick-up) and CD 206 (a 1997 Aerostar Mini-Van) in the Community Development department. Dave Hulseburg recommended the purchase one unit, a sport utility that can be shared by his staff. This would reduce the size of the fleet by one unit and save \$12,335 in new vehicle purchasing.

State bid for a mid-size sport utility is the 2005 Ford Explorer. I have discussed the purchase with Dave Hulseberg and this unit will fit the divisions needs. Therefore, I recommend the B.O.T. waive bid, purchase on state contract and award a purchase order to Bob Riddings Ford of Tayorville, IL in the amount of \$23,665. Budgeted amount for this purchase is \$36,000. This will cancel a prior award to Bob Riddings for a Compact Pick-up Truck file #050021.

If you have any questions or need any additional information, please call me.  
Public Act 85-1295 does not apply.

cc: Len Flood  
Wes Anderson  
Dave Hulseburg  
Dave Gorman