



City of Wheaton
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City of Wheaton, Illinois

TO: Mike Dzugan City Manager
FROM: Joan M. Schouten, MBA CPIM CPPB Procurement Officer
DATE: August 9, 2016
RE: [Recommendation to Award](#)

2016 FORD EXPEDITION XL SSV

Solicitation Process: cooperative purchase through NWMC/Suburban Purchasing Council¹

Recommended Service Provider: Roesch Ford

The adopted FY 2017 Municipal Garage Fund budget includes a total of \$1,455,108 for vehicle replacement of which \$46,556 was allotted for the purchase of a fire command vehicle.

Available Budget: **\$347,427**

Request for Purchase: **\$ 40,421** = 31,921 vehicle cost + \$8,500 upfitting cost (exclusive of trade-in/auction)

Remaining Budget: **\$307,006**

Background: The city's decision to purchase the above vehicle is based on the following:

- The Fire Department, as a first responder, requires various types of equipment to oversee emergency operations.
 - This vehicle is assigned to the shift commander and acts as a mobile command post for incidences.
- The vehicle being purchased is budgeted for replacement in FY 2016.
 - It replaces #902: a 2008 Ford Expedition with 69,738 miles.
 - The current unit will be traded-in or auctioned at a later date.
- Upfitting costs have been included within this recommendation.
- The vehicle replacement has been reviewed and approved by the vehicle committee. The vehicle committee has considered down-sizing, right-sizing, fuel footprints and operational efficiency in reviewing this purchase.

Attachments: none

¹ Purchasing, has conducted due diligence and affirms the Northwest Municipal Conferences' Joint Purchasing Program meets the goals of legal compliance, open competition, transparent process and impartial analysis.