



6 February 2018

TO: Michalyn Rains, Purchasing Agent

FROM: Dayne Shepherd, Manager, Equipment Services

RE: Requisitions # 241971, #242712 and #243901 to Sam Pack's Five Star Ford  
Requisitions # 242814, #242727, #242711, and #242710 to Silsbee Ford

Public Works wishes to purchase Ford vehicles for these reasons:

- Parts Inventory-we can keep our stock at a lower level by being able to stock parts which in many cases are interchangeable between vehicle models. (Our current light duty fleet is 97% Ford).
- Training-Shop technicians are skilled in performing repairs on Ford vehicles which gives us the ability to expedite repairs and place units back into service without undue delays. Fleet Coordinator and technicians hold many certifications for Ford systems.
- Much of the special equipment used in these vehicles is interchangeable from vehicle to vehicle thus saving money by not having to purchase new equipment for a different body style.