


TOWN OF VIENNA

MEMORANDUM

TO: Michael Gallagher, Acting Director of Public Works
FROM: Craig Schlemmer, Vehicle Maintenance Superintendent 
CC: Gina Gilpin, Purchasing Agent; Katrina Pruitt, Public Works Assistant;
David Donahue, Water & Sewer Superintendent
DATE: August 1, 2016
SUBJECT: Vehicle Replacement #40

Due for replacement according to the Vehicle Replacement Program is vehicle #40 under the Water & Sewer Division on page 9. National Auto Fleet Group has been award NJPA contract 102811-NAF.

I recommend we purchase one 2017 Ford Escape SE FWD from the NJPA contract as described in quote 7755.

The VRP estimated cost is \$24,150; the actual cost is \$22,179.