



TOWN OF BOONSBORO

21 NORTH MAIN STREET ♦ BOONSBORO, MARYLAND 21713

WWW.TOWN.BOONSBORO.MD.US ♦ 301-432-5141

MEMORANDUM

To: Mayor Long and Town Council Members

From: Megan Clark, Town Manager

Date: June 15, 2016

Subject: CIP Purchase – Public Works Truck

The Fiscal Year 2017 CIP budget includes shares expenses for the replacement of a Public Works Truck. Staff is requesting to move forward with the purchase of an additional truck and keep the existing 2004 Ford F350. Ordering the truck in July will enable an expected delivery in late October/early November.

Utilizing the Blanket Purchase Order for the State of Maryland, a 2017 Ford F-350 diesel fully fitted truck will cost approximately \$40,000. Shared costs for the vehicle are estimated at \$13,333; \$18,350 is budgeted.

Thank you in advance for your consideration, and please feel free to contact me if you need additional information.