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## MEMORANDUM

DATE: January 6, 2020

TO: Dan Duchniak

FROM: Kelly Zylstra

RE: Replacement Vehicles for Trucks 7, 29, and 50

Proposals to replace three of the WWU fleet vehicles are due at 1pm on January 15<sup>th</sup>.

We requested proposals for two (2) 2020, or current model, 2-wheel drive, Chevy Colorado, or GMC Canyon extended cab pick-up trucks with 6' box and accessories to replace WWU Fleet #29 and #50. WWU fleet #29 a 2009 Chevy Colorado 2-wheel drive pick-up, 64,000 miles and WWU fleet #50 a 2011 Ford Ranger 2-wheel drive pick-up, 64,000 miles.

We requested proposals for one (1) 2020 or current model, 10,000# minimum gross vehicle weight (GVW), single rear wheel (SRW), two wheel drive, 56" cab to axle (CA), extended cab truck, or equivalent, with service body and accessories to replace WWU Fleet #7. WWU fleet #7, a 2008 GMC 2500 HD 2-wheel drive with service body, 80,000 miles.

Funds will be taken from Capital Fleet Account #3920 for these vehicles. The account has \$99,000 allocated for these purchases.

The proposals were requested from three dealers.

An updated memo will be provided following receipt of the quotations.