

COLLEGE STATION I.S.D.  
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**PURCHASING OFFICE**

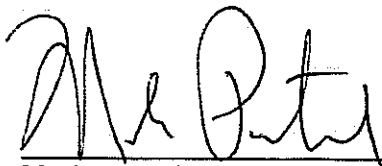
**INTER-DEPARTMENTAL MEMO**

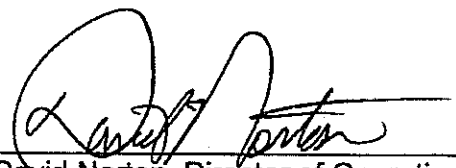
TO: Glynn Walker  
SUBJECT: Purchase of Trucks for Operations  
DATE: February 18, 2011

The Operations Department has requested four (4) trucks for its fleet. These vehicles are available through the Houston Galveston Area Purchasing Cooperative (HGAC) of which College Station ISD is a member. All vehicles have been competitively bid and awarded by the Cooperative's Board of Trustees based on state statutes.

The attached quote was requested from Philpott Motors who participates in this cooperative as a Ford dealer. The quote submitted by Philpott Motors for the four (4) 2011 Ford F-150 4 x 2 trucks appears to be competitive with similar models of vehicles.

It is the recommendation of Mark Pantel, Director of Purchasing and David Norton, Director of Operations to purchase these vehicles from Philpott Motors for a total cost of \$65,567.28. The funds for this purchase were provided in the 2010-2011 Operations Department operating budget.

  
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Mark Pantel, Director of Purchasing

  
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David Norton, Director of Operations