



**LIVINGSTON COUNTY, MICHIGAN**  
**CAR POOL DEPARTMENT**

**3950 W. Grand River, Howell, MI 48855**  
**Phone 517-540-7847 Fax 517-546-5088**  
**Web Site: [www.livgov.com/lets](http://www.livgov.com/lets)**

# Memorandum

**To: Livingston County Board of Commissioners**  
**From: Greg Kellogg, Transportation Director**  
**Date: 07/31/2023**  
**Re: Resolution Authorizing the Purchase of One Replacement Van for the Veterans Services Department for FY 2024 – Car Pool**

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The Car Pool Department is requesting authorization to purchase one (1) full-size van for the Veterans Services Department to replace a van that has met its useful life based on age, mileage, and condition.

The replacement van will be a wheelchair-accessible 2024 Ford Transit van to be purchased from the State of Michigan Transit Vehicle Purchasing Program for an estimated cost of \$84,173 per the attached order form.

This is a scheduled 2024 replacement, but due to an estimate lead time of 8-10 months, the order will be placed upon passage of this resolution with delivery expected in spring of 2024.

The van will be included in the Car Pool Department's maintenance management program, and all vehicle operating costs will be charged back to the Veterans Services Department through Munis. Annual vehicle operating costs for the van including fuel, maintenance, and insurance are estimated at \$7,500 and are included in the Veterans Services 2024 budget request.

As always, if you have any questions please contact me directly at x7843.