

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Original Equipment Manufacturer Vehicle Parts & Supplies

**Manager's Recommendation:**

I recommend that a purchase order be issued to Ritter Tech of Saginaw, MI in the amount of \$2,990.00 for the purchase of Original Equipment Manufacturer (OEM) vehicle parts and supplies.

This vendor meet all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35 – 14.44, of the Saginaw Code of Ordinances.

Funds for this purchase are available in the Right of Way Division's Garage Account No. 661-4480-841.73-12.

**Justification:**

The City's Municipal Garage requires the purchase of a vast array of OEM vehicle parts and supplies for the maintenance of the fleet vehicles from July 1, 2008 to June 30, 2009.

Garage personnel will price quote each item and are aware of the lowest and best vendor for each item. The purchases will then be ordered and billed to the vendor.

**Council Action:**

Council\_\_\_\_\_ moved that the recommendation of the City Manager be approved.