PARKS, RECREATION & FACILITIES MANAGEMENT
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"...meeting community needs...enhancing quality of life."

To:	CEA Review Committee
From:	Dean R. Gazza, Director of Parks, Recreation and Facilities Management
Date:	March 13, 2023
Re:	Request to upgrade Facilities truck #503 to a crew cab pickup truck with four-wheel drive when it's replaced in 2024

CEA fleet vehicle #503 is a 2012 Chevrolet Colorado extended cab, rear wheel drive pick-up truck with 27,700 miles. Vehicle #503 is assigned to the Facilities Management Division and is primarily used by the Facilities Manager and Assistant Facilities Manager for visiting City facilities, parks, and transporting facility equipment and supplies. In addition, facilities maintenance staff utilize vehicle #503 for transporting supplies and equipment as #503 is the only full bed pick-up truck in the Facilities Management Division vehicle fleet.

The Facilities Management Division is requesting to upgrade vehicle #503 to a crew cab pick-up truck with four wheel drive. Existing vehicle #503 is an extended cab which does not have sufficient space for storing and transporting equipment, supplies, or staff. A crew cab will provide space for storing and transporting equipment, supplies and staff. Existing vehicle #503 is rear wheel drive making winter travel challenging, unsafe and not feasible. The proposed upgrades to vehicle #503 will better serve the Facilities Management Division for winter transportation and transportation of supplies, equipment, and staff. Existing vehicle #503 will be moved into CEA's aging Second Life Fleet.

The estimated cost for the upgrades is $5000.00 If approved, the additional cost for the upgrade will be included in the Parks, Recreation and Facilities Management budget request for 2024.

Please feel free to contact me at 832-5572 with any questions, or by email at dean.gazza@appleton.org. Thank you.