

CITY OF CLINTON

MEMO

DATE October 6, 2008

FROM: Arnold Adams, PW Director

TO: Grayson Bottom

RE: Requesting permission to go to bid.

I am asking permission to go to bid on a ½ ton full size pick-up for the Sanitation Department.

Currently we have a ¾ ton pickup with utility bed in the 08-09 budget, but will not need that size vehicle. We would like to purchase a ½ pickup for the Sanitation Department Supervisor, and reassign his ½ ton pickup to the Water Maintenance Department for the meter reader, and then transfer the ¾ ton pickup with utility bed to the Sanitation Department to be used in place of a 1989 Chevrolet pickup with 149,500 miles on it currently being used for the maintenance and transferring of dumpsters.

I am asking for these changes in order to save money on this purchase and to conserve fuel.

Arnold Adams

A handwritten signature in black ink, appearing to read "Arnold Adams", with a long horizontal flourish extending to the right.