



12 September 2023

Mayor Chuck Fewell
Board of Works and Public Safety
10 South State St.
Greenfield, IN 46140

Re: Trailer Quote Recommendation

Mayor and Board Members,

The Water Utility requested to seek quotes for an equipment trailer that is needed for ongoing operations. The Utility solicited four vendors with one submission read at the 22 August 2023 Board of Works meeting. Upon review of the quote received from Ditch Witch Midwest for \$35,995.00, this price did not include a required specification. One of the specifications was listed as an add-on and not included in the final quote price.

We determined that this quote is not responsive, and with only receiving one quote, we feel that it is the best course of action to recommend the Board of Works reject this quote. I request to re-solicit quotes for this trailer to ensure all specifications are met.

I welcome any questions the Board may have on this recommendation.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Charles Gill".

Charles Gill
Manager
Water Utility

cc: Jane Webb, Utility Coordinator
Lori Elmore, Clerk-Treasurer
Gregg Morelock, City Attorney

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