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**INTERNAL MEMORANDUM**  
**GREENFIELD PUBLIC SCHOOLS**

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To: School Committee  
From: Steve Nembirkow  
Subject: Emergency Van Request  
Date: June 11, 2019

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The transportation department is requesting approval to purchase three additional Honda Mini-Vans at a three year lease.

Currently, our large bus is breaking down quite often, we have had an incident with the children on it where the brakes failed. We have used short term repairs to extend the life of the vehicle as much as possible, however, the vehicle is no longer reliable for student transportation. Other vehicles in the fleet are aging rapidly as well.

The plan was to bring you a comprehensive analysis of future van needs at the next school committee meeting; however, due to the unexpected nature of this situation a modified request is being made, but a comprehensive plan will still be forthcoming.

Request:

1. Purchase three Honda minivans at the same \$27,400 cost per van and finance the purchase over three years at a cost of \$995 per van per month.
2. We have secured riders from Gill Montague and are working on riders from Pioneer Regional whose revenues will pay for the finance cost.

Thank you for your attention to this matter.