

Town of Windham

Department of Public Works
185 Windham Center Road
Windham ME 04062

Doug Fortier Director

Phone: 207-892-1909

drfortier@town.windham.me.us

Fax: 207-892-0542

To: Barry Tibbetts Town Manager

From: Doug Fortier, Public Works 

Date: August 26, 2021

RE: Purchase of a Sidewalk Tractor and Attachments

I am requesting approval to purchase of a 2021 sidewalk tractor and all related attachments for snow blowing/plowing sidewalks, sanding or salting sidewalks and sweeping.

Public Works sent out bid requests for the purchase of an articulating sidewalk tractor with snow blower with options for side boom flail mower, hydraulic power angle broom, power angle v plow, and a rear mounted sander/salter for the sidewalks. We only received a bid from HP Fairfield. HP Fairfield Trackless MT7 with the three attachments comes in at \$157,996.00. The sidewalk tractor is in the capital replacement budget plan for fiscal 2022 approved at town meeting.

This purchase will give us a second sidewalk machine allowing us to clear sidewalks sooner. We have and continue to build sidewalks in the sections of town that we clear, (North Windham and South Windham). It will also help with spring cleanup of winter sand.

I recommend purchasing the sidewalk tractor and related attachments from H P Fairfield. Attached is the bid.

Town of Windham
8 School Road ~ Windham, Maine 04062

PURCHASE AUTHORIZATION REQUEST
FOR PURCHASES GREATER THAN \$10,000

THIS PURCHASE AUTHORIZATION REQUEST FORM MUST BE COMPLETED FOR ALL PURCHASE ORDERS EXCEEDING \$10,000. IT MUST THEN BE SIGNED BY THE TOWN MANAGER PRIOR TO PLACING THE ORDER WITH THE VENDOR.

PO Number: _____
(if available)

Estimated Dollar Amount: \$ 157,996⁰⁰

Account to be charged: _____

Vendor Name: HP Fairfield Requested by: Doug Fortier

Description of purchase: Sidewalk tractor for snow blowing/sweeping

Purchases exempt from the pol

- utilities
- legal s
- audit s

Workers comp insurance
ams

185,000
Budget

157,996⁰⁰ bd

Coun
(if ap

Order: _____

[Signature]
Department Head

8/26/21
Date

APPROVED: CENTRAL OFFICE USE ONLY

[Signature]
Town Manager

8/25/2021
Date

Rolling & Delivery after 6/1/2022

**CENTRAL MAINE**

9 Green St/P.O. Box 188
 Skowhegan, ME 04976
 P: (207) 474-9836
 F: (207) 474-6526
 Toll Free (800) 356-2813

Sales Quote

IMPORTANT: All invoices are due and payable in U.S. Dollars in Guadalupe County, Texas, or where indicated below. No goods to be returned without our written permission. Goods must be returned transportation charges pre-paid. A handling charge will be made on all returned goods. LATE CHARGE: A late charge of 1.5% of any past due balance of the dealers account as of the last day of the month will be billed as of the 15th day of the following month if payment has not been received by that date.

CUSTOMER NO	829309	TERRITORY	391	PAGE 1 of 1
ORDER DATE	08/04/2021	CUSTOMER PO	79304TBAKER	
QUOTE DATE	08/18/2021	SHIPPED VIA		
SALES ORDER	6183538 - SQ	FREIGHT TERMS	EXW- CUSTOMER FRT ACCOUNT	
		EX2	DIRECT BILL TRANSFER AT ORIGIN	
PAYMENT TERMS	Net 30 Days from Invoice Date	CODE	002	
DELIVERY INSTRUCTIONS:				
			REQUESTED SHIP DATE	08/04/2021

SOLD TO:
 TOWN OF WINDHAM CHP
 8 SCHOOL RD
 WINDHAM ME 04062-4807

SHIP TO:
 TOWN OF WINDHAM CHT
 185 WINDHAM CTR RD
 WINDHAM ME 04062-4600

DESCRIPTION/REMARKS							
2021 TRACKLESS MT7 SIDEWALK TRACTOR *SEE ATTACHED SPECIFICATIONS & LITERATURE*							
TRACKLESS 51" GEAR BOX DRIVES RIBBON BLOWER							
SPARE MOUNTED RADIAL TIRE/WHEEL							
OPTIONAL ATTACHMENTS:							
1) TRACKLESS REAR MOUNTED HYDRAULIC SANDER ADD: \$7,300.00 initial here <input checked="" type="checkbox"/>							
2) TRACKLESS 60" POWER ANGLE SWEEPER / BROOM ADD: \$7,900.00 initial here <input checked="" type="checkbox"/>							
3) TRACKLESS BOOM FLAIL MOWER W/ DUAL TIRE SET ADD: \$36,337.00 initial here <input type="checkbox"/>							
4) TRACKLESS 5 POSITION FOLDING V-PLOW ADD: \$7,150.00 initial here <input checked="" type="checkbox"/>							
PREPPED, TESTED & DELIVERED TO WINDHAM PWD							
ITEM NUMBER	BRANCH	DESCRIPTION	PICK SLIP#/ LOT/SERIAL	QUANTITY SHIPPED	LIST PRICE	DISC%	EXTENDED AMOUNT
MT7HPF	9335	TRACKLESS MT7 SIDEWALK TRACTOR		1	135,646.00	0	135,646.00

REMARKS	NET DUE	CASH DISC.	IF PAID BY	SUB-TOTAL	135,646.00
	135,646.00	0.00	09/17/2021	FREIGHT & HANDLING	0.00
				SALES TAX	0.00
				TOTAL(USD)	135,646.00
				PREPAID AMOUNT	

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