



**DEPARTMENT OF TRANSFORMATION AND SHARED SERVICES
OFFICE OF STATE PROCUREMENT
VEHICLE LEASE APPROVAL SUMMARY SHEET**

Business Area 0675 - Black River Technical College

Funding: Federal, Department of Labor Grant

Purpose Student Transportation

Contract Period November 1, 2025 to Oct 31, 2028

Cost: \$ 60,585 each

Type of Vehicle Two - 2025 Ford 15-passenger Transit-350 Van

Vendor: Glen Sain Ford – Paragould, AR

Agency contact name: Rhonda Stone

Agency contact email: rhonda.stone@blackrivertech.edu

Agency contact phone: 870-248-4031



October 21, 2025

Ms. Jessica Patterson, Director
SAS Office of State Procurement
Little Rock, Arkansas 72201

Dear Ms. Patterson:

Black River Technical College is requesting permission to lease two 2025 Ford 15-passenger Transit Vans from Glen Sain Ford for the purpose of transporting students from local high schools in our four-county service area to the college, in both Pocahontas and Paragould, to participate in the secondary center high demand allied health programs of nursing assistant, phlebotomy, and emergency medical technician. The estimated cost of each van is \$60,585.

In 2024, the college was awarded a Federal Department of Labor SCC4 grant in the amount of \$1,691,519 for our proposal entitled Allied Health Equitable Recruitment and Retention Project, one aspect of which is to provide opportunities to those students who may otherwise not be able to participate in the secondary center programs due to a lack of transportation. We did have several conditions of award to work through with DOL, but finally the entire funding was released this year. The grantors have approved the use of grant funds to lease the vans, but not to purchase them. We also have grant funding for drivers and a logistics coordinator. The grant performance period is through April of 2028, but does provide for a 3-year lease.

This request has received my support as the VPFA, and I appreciate your support in procuring the leases. Please contact me at 870-248-4031 or rhonda.stone@blackrivertech.edu if you have any questions or require additional information.

Thank you,

A handwritten signature in blue ink that reads "Rhonda Stone".

Rhonda Stone, CPA
Vice President of Finance & Administration
0675 – Black River Technical College



Department of Shared Administrative Services

Governor Sarah Huckabee Sanders

Secretary Leslie Fiskens

October 28, 2025

Ms. Rhonda Stone, CPA
Vice President of Finance and Administration
Black River Technical College
Via email: Rhonda.Stone@blackrivertech.edu

RE: Approval of Vehicle Lease Request
Vehicles: Two 2025 Ford 15-passenger Transit-350 Vans

Dear Ms. Stone,

The Office of State Procurement (OSP) has reviewed your request for Black River Technical College to lease two (2) 2025 Ford 15-passenger Transit-350 Vans from Glen Sain Ford located in Paragould, Arkansas. The lease is for a period from November 1, 2025, to October 31, 2028, with an estimated total cost of \$60,585 for each van, resulting in a total projected lease cost of \$121,170.00. The purpose of this is to provide essential student transportation for high school students to participate in the high-demand allied health programs supported by your Federal Department of Labor SCC4 Grant.

In accordance with Arkansas Code Annotated § 22-8-102(b), which governs the leasing of motor vehicles by state agencies, OSP has completed the required review of this request. The lease is determined to be in the best interest of the State of Arkansas as it is directly tied to a federally funded grant—the Allied Health Equitable Recruitment and Retention Project which aims to remove a barrier (lack of transportation) for students entering critical healthcare fields. Furthermore, you have certified that adequate federal grant funds are available to cover the lease costs. The funding source, grant conditions, and nature of the asset being leased have been considered in this determination. Because this proposed lease is subject to required legislative review, it must also be submitted to the Legislative Council for review in compliance with § 22-8-102(b)(2).

Based on these findings, the request to enter into a lease for the two (2) 2025 Ford 15-passenger Transit-350 Vans for a three-year period with Glen Sain Ford is hereby approved. You may proceed with the execution of the lease following all other applicable procurement and legislative review requirements.

Sincerely,

A handwritten signature in black ink that reads "Jessica Patterson". The script is cursive and fluid.

Jessica Patterson
State Procurement Director