



Memorandum of Recommendation

June 8, 2020

TO: Dr. Robert Shaner, Superintendent

FROM: Dana Taylor, Deputy Superintendent for Business Affairs

RE: Recommendation for Purchase of Maintenance/Grounds Vehicles

On April 21, 2020 the district posted RFB documents on the Purchasing pages of the district's website, the State of Michigan (Sigma.com), and BidNet Direct. The district received four (4) bid responses on the bid due date and bidding closed on May 5, 2020.

Responses were reviewed and evaluated by Pete Muscio – Director of Capital Projects and Facilities, and Jason Steinbrink – Facility Operations Manager. Bids were analyzed for content, completeness, and inclusion of required submittals by Jennifer Fickel – Purchasing Supervisor.

Bid documents are on file in the Purchasing Department and the bid summary spreadsheet is attached. The source of funding is the 2020-21 General Fund.

Based on this information, we recommend **the District purchase two (2) maintenance/grounds vehicles from Lafontaine Chevrolet for the bid amount of \$74,316.00 PER VEHICLE for a total not to exceed purchase amount of \$148,632.00.**

21.01 Maintenance Grounds Vehicles				
BID SUMMARY				
	Jorgensen Ford Sales	Lafontaine Chevrolet	Signature Ford	Wolverine Truck Sales
Per Vehicle Price	\$ 77,111.00	\$ 74,316.00	\$ 79,154.00	\$ 80,256.00
Delivery Terms	225 Days	7 mos	TBD	240 Days
Alternates	2 options	-	4 options	add'l \$1312
Required Document	Yes	Yes	Yes	Yes