



## **Award Recommendation for a Valley Transit Support Vehicle**

### **BACKGROUND**

Valley Transit provides public transportation during extreme and adverse weather conditions. During all weather conditions, it's imperative that Valley Transit Supervisory staff can get to an incident when needed or transport stranded customers.

In the past, Valley Transit Supervisory staff has been forced to commandeer the Maintenance Department pick-up truck to get to a bus during adverse weather conditions. Consequently, the Maintenance Department was unable to complete necessary tasks. A 4x4 vehicle is necessary for staff to be able travel in all weather conditions.

It's common for Valley Transit Supervisory staff to transport passengers due to missed transfers or other operational issues. When transporting passengers, it's not uncommon to have personal belongings that must also be transported. Examples include a bicycle, stroller, shopping cart, etc. A vehicle with enough space for personal belongings in addition to passengers is necessary for the Valley Transit Supervisory staff.

Valley transit budgeted \$40,000 for a support vehicle in the 2020 budget.

### **ANALYSIS**

The State of Wisconsin DOA, Division of Enterprise Operations, State of Bureau of Procurement successfully completed a solicitation that was competitively bid and designated as a cooperative purchasing contract, allowing municipalities to use this purchasing contract.

Two bids meeting the minimum requirements delineated above were received by the State contract. Low to High bids were received for a Ford Explorer, and Chevrolet Blazer.

A System for Award Management (SAM) report was printed for Ford Motor and Ewald Ford. Neither is suspended or debarred from Federal contracts.

The City of Appleton Central Equipment Division and Milwaukee County Transit regularly purchases fleet vehicles through the State contract.

### **FISCAL IMPACT**

Valley Transit budgeted \$40,000 for a support vehicle in the 2020 budget. Ewald's Hartford Ford, 363833 E. Wisconsin Ave., Oconomowoc, WI 53067 submitted the lowest bid at \$30,032.

Valley Transit has sufficient fund balances with the budget.

### **RECOMMENDATION**

Staff recommends authorization for Valley Transit to issue a Purchase Order to Ewald's Ford for a (Fleet) 2021 Ford Explorer (K8B) Base 4WD for \$30,032.