



**User Department's Recommendation:** AP- 10 Cubic Yard Rear Loader Refuse Truck with Diesel Engine through Sourcewell CA #08716-KTC

**Recommended Bidder:** Kenworth meets our approval.

**Amount Spent on Previous Contract:** \$405,297

**Funding:**

General  Enterprise  3 Digit Fund Code 621  
CIP Line Item No. (if applicable): \_\_\_\_\_

**Disbarment and Suspension checks completed-**Yes

**Project Amount This Term:** \$135,099

**Justification:**

This is an additional purchase which was approved for purchase as a part of the Vehicle Replacement List for the 2020 budget year. It is recommended that MHC Kenworth be approved as the vendor for the purchase of one (1) 10 cubic yard rear loader refuse truck with diesel engines, as MHC Kenworth has already been awarded the bid through Sourcewell Cooperative for the State Contract.

The equipment is needed within the Sanitation Beautification division to complete County wide refuse collections which is needed to ensure that DeKalb streets and thoroughfares remain clean and free from discarded trash.

Regatta Allen 6/19/2020  
Name, Title Date  
Fleet Specifications Analyst

Robert Jordan  
Department Director Date  
6-22-2020



INTERDEPARTMENTAL  
MEMORANDUM

TO: Robert Gordon, Director, Fleet

FROM: Tammy Shew, Procurement Agent, Team B

SUBJECT: AP- 10 Cubic Yard Rear Loader Refuse Truck with Diesel Engine through Sourcewell  
CA #08716-KTC

DATE: Oct. 18, 2019

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It is requested that you do the following:

1. Please review the attached bids associated with the above referenced solicitation and provide your award recommendation. You are looking for the lowest, responsive and responsible bidder. Your review should ensure that you are confident that your recommended supplier(s) can in fact provide the goods and services required.
2. Please provide the following information in the space provided on page two:
  - a. Specific justification why in your professional opinion the recommended vendor should be awarded the contract.
  - b. Advise of any problems in connection with the selected vendor(s), if any exist.
  - c. If you find bidders who offer lower prices than your recommended supplier(s), then you must provide specific justification why they are either non-responsive\* (did not follow the instructions found in the solicitation) or non-responsible\*\* (not able to perform/deliver as minimally required according to the scope of work found in the solicitation).

*\*Note – The Department of Purchasing and Contracting is ultimately responsible in determining if a bidder is non-responsive, but input/feedback from the user department is always important to us.*

*\*\*Note – The user department and the Department of Purchasing and Contracting must mutually agree before determining if a bidder is non-responsible.*

3. Return required documents within 10 business days.

If you have any questions, please call me at 404-687-2796.