



User Department's Recommendation SUBJECT: SWC No. 99999-SPD-SPD0000155-0001 -
Truck with 14 Ft. Van Body and Lift Gate

Recommended Bidder: Rush Truck Centers meets our approval.

Funding:

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

Disbarment and Suspension checks completed-Yes


Project Amount This Term: \$301,684.00

Justification:

It is recommended that Rush Truck Centers be approved as the vendor for the purchase of four (4) trucks with 14 ft van bodies and liftgates, as they have already been awarded the bid through GA Statewide Contract.

The trucks are needed for use within the Sanitation department. They will be used to collect service residences that require new roll cart deliveries and old roll cart removals.

Replacement Cycle – 7 years


Name, Title
Fleet Specification Analyst
Date
4/28/2023


Department Director
Date
5-2-2023

INTERDEPARTMENTAL
MEMORANDUM

TO: Robert Gordon, Director, Fleet

FROM: Tammy Shew, Senior Procurement Agent, Team B

SUBJECT: SWC No. 99999-SPD-SPD0000155-0001 -Truck with 14 Ft. Van Body and Lift Gate

April 28, 2023

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.