



Agenda Report Form

Open Session Item

SUBJECT: Bid Award (PUR-1382) – Lease Two (2) New Transit Vehicles.

PRESENTATION DATE: July 17, 2018

PRESENTATION BY: Brandi Naugle, CPPB - Buyer - Purchasing Department and Kevin Cerrone, Director of the Washington County Transit Department.

RECOMMENDED MOTION: Move to award the bid for Option A to Lease Two (2) New Latest Production Model Gasoline Engine Transit Vehicles for the JOBS Program from the responsible, responsive bidder, Hagerstown Ford, of Hagerstown, MD with the lowest bid price of **\$26,077.00 per year** for a Total Annual Lease Cost Over a 3-Year Period of **\$78,231.00**, contingent upon approval of the final Lease Agreement by the County Attorney's Office.

REPORT-IN-BRIEF: The department has leased vehicles for the Job Opportunity Bus Shuttle (JOBS) program since 2001 using funds provided by the Washington County Department of Social Services (DSS). The proposed lease for these vehicles includes warranty coverage for three (3) year/36,000 miles, bumper to bumper, Powertrain (5) year/60,000 miles to be returned in "inspected" condition.

Notice of the Invitation to Bid (ITB) was published in the local newspaper, listed on the State of Maryland's "eMaryland Marketplace" website, and the County's website. Bids were received on June 6, 2018. Sixteen (16) persons/companies registered/ downloaded the bid document on-line. Three (3) bids were received as indicated on the attached bid tabulation matrix.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in the department's Account # 535000-44-44020 for the first payment of the Lease/Agreement.

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Bid Matrix Tabulation.

AUDIO/VISUAL NEEDS: N/A