



Agenda Report Form

Open Session Item

SUBJECT: Bid Award (PUR-1738) – Lease Two (2) New Transit Vehicles

PRESENTATION DATE: July 15, 2025

PRESENTATION BY: Carin Bakner, Buyer - Purchasing Department and Shawn Harbaugh, 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 \$39,216.32 per year for a Total Annual Lease Cost Over a 3-Year Period of \$122,310.72, 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, and a Powertrain five (5) year/60,000 mile warranty. The lease will include a \$1.00 (one dollar) buyout at the end of the lease term.

The Invitation to Bid (ITB) was advertised on the State of Maryland's "*eMaryland Marketplace Advantage*" website, the County's website, in the local newspaper, and on the County's new electronic bid site (Euna/Ionwave). Bids were received on May 7, 2025. Twenty-nine (29) persons/companies registered/ downloaded the bid document online. Three (3) bids were received.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in the department's Account # 535055-44-44020 for the first payment of the Lease/Agreement.

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Bid Matrix Tabulation.

AUDIO/VISUAL NEEDS: N/A

PUR-1738
Lease Two (2) New Transit Vehicles

Line	Description	QTY	UOM	Hertrich Fleet Services Inc.		Sonny Merryman Inc.		Hagerstown Ford	
				Total Price	\$108,396.00	Total Price	\$232,241.00	<i>HARD COPY BID</i>	
				Unit	Extended	Unit	Extended	Total Price	
				Unit	Extended	Unit	Extended	Unit	Extended
1	Option A: Annual Lease Payment in Advance for Two (2) New Transit Vehicles (Gasoline Engine Option)	2	EA	\$54,198.00	\$108,396.00	\$29,030.00	\$58,060.00	\$39,216.32	\$39,216.32
2	Total Annual Lease Cost over a 3-Year Period	1	EA	No Bid	No Bid	\$174,181.00	\$174,181.00	\$122,310.72	\$122,310.72
3	Option B: Annual Lease Payment in Advance for Two (2) New Transit Vehicles (Diesel Engine Option)	2	EA	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
4	Total Annual Lease Cost over a 3-Year Period	1	EA	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
5	(3-year lease); State the Lease Interest Rate			No Bid	No Bid	9.15%	No Bid	No Bid	No Bid

Remarks / Exceptions:

Herlich Fleet Services, Inc.

Estimated Delivery Date: 60 - 120 Days depending on manufacture

No Lease Interest Rate Given

Sonny Merryman, Inc.

Estimated Delivery Date: 4 - 5 Months ARO

Hagerstown Ford

Estimated Delivery Date: 120 days

No Lease Interest Rate Given

Bids Due: May 7, 2025