

PROCUREMENT SUMMARY - IFB 2024-023

REQUIREMENTS

Board approval is required for this solicitation to procure Replacement HVAC Systems for Canal Streetcars. There was a no DBE goal established for this solicitation per the RTA Routing Sheet.

Procurement Policy:

The Independent Cost Estimate for this procurement is \$763,292.16, which exceeds the Small Purchase threshold of \$25,000.00 therefore in compliance with the Regional Transit Authority of New Orleans Procurement Policies and Procedures Manual, Section VII.B. This procurement was conducted through formal advertisement (competitive means).

Procurement Method:

More than one responsive and responsible offeror can meet the solicitation requirements. Specifications furnished by the user department are complete, adequate, precise and realistic. No discussions or negotiations will be needed to address technical requirements, award will be made on lowest responsible/responsive bidder. Therefore, the IFB method of solicitation is selected as the method of procurement.

SOLICITATION

Invitation for Bids (IFB) No. 2024-023 Public Notice was published in the The Advocate. The Public Notice and the IFB 2024-023 bid documents were posted on the RTA website beginning 06/11/2024. The IFB submittal deadline was 07/25/2024 at 2:30pm.

IFB SUBMITTAL

Bid Opening was held on July 25, 2024 at 2:30pm.

Small Business certification, Debarment Certification, Insurance certification, and Non-collision affidavit were required for responsiveness.

DETERMINATION

There was one (1) bid received and it was determined responsive and provided all required certifications.

SUBMITTAL ANALYSIS

Respondents

Brookville Equipment Corporation

Pricing

\$628,244.92

Price determined fair and reasonable based on competition.

SUMMARY

Based on the information above, the bid was received, prepared and sent to Procurement Department for further review. The requesting department wishes to proceed with awarding Brookeville Equipment Corporation for this bid, IFB 2024-023.

An Administrative Review Form was prepared by Leah McCraw, Contract Administrator.

Procurement department: Recommend award be made to lowest responsive/responsible bidder, Brookville Equipment Corporation. Recommendation submitted to August 2024 Board of Commissioners for approval. **Board approval required.**