

## **PROCUREMENT SUMMARY IFB 2021-029**

### **REQUIREMENTS**

A Solicit Request Routing Sheet for Outside Bus Maintenance with attached scope of work was received by Procurement from Executive Office on August 24, 2021.

There was no DBE goal for this solicitation.

#### **Procurement Policy:**

The Independent Cost Estimate for this procurement is \$150,000.00, which exceeds the Small Purchase threshold, therefore in compliance with the Regional Transit Authority of New Orleans Procurement Policies and Procedures Manual, Section VII.B. This procurement shall be 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. 2021-029 Public Notice was published in the The Advocate. The Public Notice and the IFB 2021-029 were posted on the RTA website beginning 10/07/2021. The IFB submittal deadline was 11/2/2021 at 2:00pm.

### **IFB SUBMITTAL**

Bid Opening was held on 11/2/2021 at 2:00pm. Briana Howze handled the receipt of all submissions received. Two (2) bids were received.

### **DETERMINATION**

One (1) bid was determined responsive and provided all required documents. One (1) bid was determined non-responsive due to not submitting any of the required documents.

### **SUBMITTAL ANALYSIS**

Kenworth	\$138 Hourly Rate
Cummins	\$136 Hourly Rate (non responsive)

### **SUMMARY**

Based on the information above the Bids received were prepared and sent to Procurement Director for further review. An Administrative Review Form was prepared by Briana Howze. Market research determined that the hourly rate of \$138 is fair and reasonable.

Procurement Department: Recommend award be made to lowest responsive/responsible bidder, Kenworth is the lowest responsible bidder and it is in the best interest of RTA to award this contract to Kenworth.