



Purchasing Department
140 Stonewall Avenue West, Ste 204
Fayetteville, GA 30214
Phone: 770-305-5420
www.fayettecountyga.gov

To: Steve Rapson
Through: Ted L. Burgess *EB*
From: Ted Crumbley *TC*
Date: February 18, 2020
Subject: #1744-B: Fuel Management System Upgrade

The Purchasing Department issued an invitation to bid for the above reference project. Notices of the opportunity to quote were emailed to eleven contractors. Another ninety seven contractors were contacted through the Georgia Procurement Registry. The bid was also advertised on the Fayette County News, Channel 23, and the Georgia Local Government Access Marketplace.

A Pre-bid meeting was held on Wednesday, January 22, 2020 to allow interested contractors to view the site and ask questions. There were six companies that attended the meeting. The Purchasing Department received one bid. A survey was taken by purchasing in an effort to find out why more vendors did not respond. Two companies indicated they did not carry the Fuel Master Products. One company indicated it did not have enough specific information to respond. Another company was a sub-contractor. One company did not respond. Fleet recommends award to the low bidder, United Pump and Controls, Inc. to include 3 proximity options which will allow employees to use their ID cards instead of the key system. Two for the Fleet department and one for the Sheriff's department. A performance evaluation is attached.

A. Quotes per original specifications	
Fleet location	\$ 33,660.00
Sheriff location	\$ 13,314.00
Replace Tank Monitor at Sheriff's office	\$ <u>7,256.00</u>
Net Total	\$ 54,230.00
B. Add Proximity options	
Fleet (\$ 985.00 x 2)	\$ 1,970.00
Sheriff (1)	\$ <u>985.00</u>
Total Price	\$ 57,185.00

Specifics of the proposed contract are as follows:

Contract Name: #1744-B: Fuel Management System Upgrade
Vendor: United Pump and Controls, Inc.
Contract Amount: \$ 57,185.00

Organization Code: 37540900 (CIP Maintenance)
Object Code: 541210 (Other Improvements)
Project Code: 194AD (Fuel Management System)
Available Budget: \$ 98,893.00 as of 2/18/2020

Awarding Authority: County Administrator

Approval Signature



Date: 3/26/2020

FAYETTE COUNTY, GEORGIA CONTRACTOR PERFORMANCE EVALUATION

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1. Use this form to record contractor performance for any contract of \$50,000 or above.
2. The person who serves as project manager or account manager is the designated party to complete the evaluation.
3. This form is to be completed and forwarded to the Purchasing Department not later than 30 days after completion or expiration of a contract. Past performance is considered on future contracts.

VENDOR INFORMATION	COMPLETE ALL APPLICABLE INFORMATION
Company Name: United Pump & Controls, Inc.	Contract Number: N/A
Mailing Address: 305 Shawnee N Dr, Suite 300	Contract Description or Title: N/A
City, St, Zip Code: Suwanee, GA 30024	Contract Term (Dates) From: To: N/A
Phone Number: 770.662.0440 x3040	Task Order Number: N/A
Cell Number:	Other Reference: N/A
E-Mail Address: travis@unitedpump.com	

DEFINITIONS

OUTSTANDING – Vendor considerably exceeded minimum contractual requirements or performance expectations of the products/services; The vendor demonstrated the highest level of quality workmanship/professionalism in execution of contract.

EXCELLENT (Exc) - Vendor exceeded minimum contractual requirements or performance expectations of the products/services.

SATISFACTORY (Sat) - Vendor met minimum contractual requirements or performance expectations of the products/services.

UNSATISFACTORY (UnSat) - Vendor did not meet the minimum contractual requirements or performance expectations of the products and/or services; Performed below minimum requirements

EVALUATIONS (Place "X" in appropriate box for each criterion.)

Criteria (includes change orders / amendments)	Out-standing	Exc	Sat	Un-Sat	Not Apply
1. Work or other deliverables performed on schedule			X		
2. Condition of delivered products			X		
3. Quality of work			X		
4. Adherence to specifications or scope of work			X		
5. Timely, appropriate, & satisfactory problem or complaint resolution			X		
6. Timeliness and accuracy of invoicing			X		
7. Working relationship / interfacing with county staff and citizens			X		
8. Service Call (On-Call) response time			X		
9. Adherence to contract budget and schedule			X		
10. Other (specify):					
11. Overall evaluation of contractor performance			X		

EVALUATED BY

Signature: <i>Bill Lackey</i>	Date of Evaluation: 02/18/2020
Print Name: <i>Bill Lackey</i>	Department/Division: <i>Fleet Maint</i>
Title: <i>Director</i>	Telephone No: <i>770.320.6014</i>

Invitation to Bid #1744-B: Fuel Management System Upgrades

DESCRIPTION	COMPANY
SECTION A:	UNITED PUMP AND CONTROLS, INC. PROVIDE & INSTALL SYSTEM
FAYETTE COUNTY FLEET	\$33,660.00
FAYETTE COUNTY SHERIFF'S OFFICE	13,314.00
TOTAL - PROVIDE & INSTALL	46,974.00
SECTION B:	ANNUAL MAINTENANCE / SUPPORT
YEAR 1 MAINTENANCE / SUPPORT	
YEAR 2 MAINTENANCE / SUPPORT	
YEAR 3 MAINTENANCE / SUPPORT	
YEAR 4 MAINTENANCE / SUPPORT	
YEAR 5 MAINTENANCE / SUPPORT	
TOTAL - 5 YEARS' MAINTENANCE / SUPPORT	NOTE: ANNUAL MAINTENANCE / SUPPORT IS OFFERED DIRECTLY FROM THE COMPANY TO THE CUSTOMER
SECTION C: TOTAL QUOTE (A+B)	\$46,974.00
SECTION D. ALTERNATE 1 REPLACEMENT OF TANK MONITOR FOR THE SHERIFF'S DEPARTMENT	\$7,256.00
TOTAL BID PRICE WITH ALTERNATE	\$54,230.00