


To: Steve Rapson

From: Natasha M. Duggan 

Date: September 24, 2020

Subject: Contract 1854-B: Type 1 Ambulances (2)

Vehicle Replacement Funds budgeted for Fiscal Year 2021 include \$431,920 to replace two ambulances. The Purchasing Department issued Invitation to Bid #1854-B to contract with a company for the vehicles. Notice of the opportunity was emailed to 39 companies. Another 68 were contacted through the web-based Georgia Procurement Registry, who had registered under commodity code #07103 (Ambulances and Rescue Vehicles). The offer was also advertised through Georgia Local Government Access Marketplace, Channel 23, Fayette County's website and the Fayette County News.

Three (3) companies submitted bids. (Attachment 1). The Department recommends award of the contract to the lowest responsive bidder, Custom Truck & Body Works, Inc. in the amount of \$450,126.00.

To adequately fund the acquisition, Fire/EMS requests that \$18,206 (\$9,103 per unit) be transferred from the Vehicle Replacement Fund.

Fire and EMS recommends awarding to Custom Truck & Body Works, Inc. A Contractor Performance Evaluation is attached. (Attachment 2)

Specifics of the proposed contract are as follows:

<b>Contract Name</b>	#1854-B: Type 1 Ambulances (2)	
<b>Contractor</b>	Custom Truck & Body Works, Inc.	
<b>Contract Amount</b>	\$450,126.00	
<b>Budget:</b>		
Fund	610	Vehicles/Equipment
Org Code	61030600	EMS
Object	542200	Vehicles
Project	213AJ	
Available	\$431,920.00	EMS Ambulances
Requested Transfer	\$ 18,206.00	From Vehicle Replacement Fund
Available after BOC Approval	\$450,126.00	

**Tally Sheet**  
**ITB #1854-B: Type 1 Ambulances (2)**

	Custom Truck & Body Works, Inc.			ETR			First Class Emergency Vehicles		
	First Unit	Second Unit	Total	First Unit	Second Unit	Total	First Unit	258924	Total
<b>Base Price</b>	225,063.00	225,063.00	450,126.00	237,672.00	237,672.00	475,344.00	258,924.00	258,924.00	517,848.00
<b>Allowance for lettering</b>	-	-	-	-	-	-	2,750.00	2,750.00	5,500.00
<b>Total Bid Price</b>	225,063.00	225,063.00	450,126.00	237,672.00	237,672.00	475,344.00	261,674.00	261,674.00	523,348.00
<b>No. of days to deliver</b>	90-120 after receipt of chassis			240			180		
<b>Model Yr. Bid is Based On</b>	-			-			2020		
<b>F-450 or F-550</b>	-			-			F-550		
<b>Address of service facility</b>	13787 White House Rd., Woodbury, GA 30293			225 Willingham Dr., Suite A, Juliette, GA 31046			Mobile Svc at our facility or 342 Chastain St. SE, Atlanta, JGA 30316		

## 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: Custom Truck & Body Works, Inc.	Contract Number: 1557-B
Mailing Address: 13787 White House Road	Contract Description or Title: Type 1 Ambulances
City, St, Zip Code: Woodbury, GA 30293	Contract Term (Dates) From: 11/15/2018-5/16/2019
Phone Number: 706-9553-9178	Task Order Number: N/A
Cell Number: 706-977-7095	Other Reference: for award of Contract 1854-B Type 1 Ambulances (2)
E-Mail Address: jimmy@customtruckandbodyworks.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.

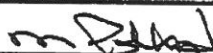
**SATISFACTORY (Sat)** - Vendor met minimum contractual requirements or performance expectations of the products/services.

**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):					X
11. Overall evaluation of contractor performance			X		

### EVALUATED BY

Signature: 	Date of Evaluation: 09/09/2020
Print Name: Michael Pollard	Department/Division: Fire/ EMS
Title: Division Chief	Telephone No: 770-305-5492

**CONTRACTOR PERFORMANCE EVALUATION**  
**Explanation of Outstanding or Unsatisfactory Ratings**

Company Name:

Contract Number:

**EXPLANATIONS / COMMENTS**

1. Do not submit page 2 without page 1.
2. Use this page to explain evaluations of *Outstanding* or *Unsatisfactory*.
3. Be specific (include paragraph and page numbers referenced in the applicable contract, etc.). Continue on separate sheet if needed (show company name and contract number or other reference)

**Purchasing Department Comments** (e.g. did the vendor honor all offers; submit insurance, bonds & other documents in a timely manner; and provide additional information as requested?):