



Detroit Water and Sewerage Department

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Legislation Text

File #: 19-00283, **Version:** 1

The Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to **approve a two-year contract with Lakeshore Utility Trailer, Inc. for as-needed maintenance and repairs of DWSD owned heavy-duty trucks and tractor trailers for an amount not-to-exceed \$150,000**, and also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

Agenda of October 16, 2019

Item No. 19-00283

Contract No. 6002339

Contract Amount: \$150,000

Contract Duration: November 13, 2019 - November 12, 2021 (2-Years)

Supplier: Lakeshore Utility Trailer, Inc., 18239 S. Telegraph Road, Romulus, Michigan 48174

TO: The Honorable, Board of Water Commissioners
City of Detroit, Michigan

FROM: Gary Brown, Director
Detroit Water and Sewerage Department

RE: Proposed DWSD Contract No. 6002339

For as-needed maintenance, auto body frame parts and services of DWSD owned heavy-duty trucks and tractor-trailers through Lakeshore Utility Trailer, Inc.

MOTION

Upon recommendation of Mamata Burgi, Procurement Manager, the Board of Water Commissioners for the City of Detroit, Water and Sewerage Department, authorizes the Director to **approve a two-year contract with Lakeshore Utility Trailer, Inc. for as-needed maintenance and repairs of DWSD owned heavy-duty trucks and tractor trailers for an amount not-to-exceed \$150,000**, and also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

BACKGROUND & JUSTIFICATION

DWSD Fleet Department is responsible for parts, service repairs, maintenance and body work for all DWSD owned heavy-duty trucks and tractor trailers. To ensure that all DWSD owned vehicles remain operable and in working order, repair services and parts are required. Although much of the maintenance is performed in-house, occasionally it is necessary to have vehicles sent out for service repairs.

PROCUREMENT METHOD

The Department Manager's estimate for this contract is \$150,000. This purchase was procured through a Request for Bids (RFB) and was advertised on the Michigan Inter-Governmental Trade Network (MITN) website for 18 calendar days. MITN published this opportunity to 185 companies subscribing to the relevant NIGP codes and 10 firms downloaded the bid package.

The minimum qualifications in the RFB required experience providing similar vehicle service repairs, credentials as a class "A" license dealer and service repair shop, and being located within a 30-mile radius DWSD Fleet.

One bid was received:

BIDDER	BID PRICE	DBB or DRB QUALIFIED
Lakeshore Utility Trailer, Inc.	\$75,000/Year	N/A

Five of the ten potential bidders are not located within a 30-mile radius of DWSD and therefore could not meet the geographic minimum qualification. Therefore, a low bid inquiry email was sent to four of the potential bidders that are located within 30-miles of DWSD. The responses were:

POTENTIAL BIDDERS	BID SUBMISSION/RESPONSE	LOCATION
Vendor	Low Bid Inquiry Response	Location
Audio Visual Equipment & Suppliers, Inc.	Not a heavy duty service repair facility.	Warren, MI
Michigan Cat	Cannot provide the requested service repair.	Detroit, MI
Santoro Inc.	Cannot provide heavy duty service repairs.	Chesterfield, MI
Tri-County International Trucks, Inc.	Inadequate staff, cannot service the contract	Pontiac, MI

Based on the information above, it is recommended that Lakeshore Utility Trailer, Inc., the sole responsive and responsible bidder be awarded the contract.

SUMMARY

Contract No.	6002339
Contract Amount:	\$150,000
Contract Term:	11/13/19 - 11/12/21 (2 years)
Fiscal Year Breakdown:	\$75,000 / Per Fiscal Year
Funding Source:	O&M Funds
GL Strings:	5720-20170-485112-622100-000209-10731-0000-000000 - 40%
	5820-20181-495112-622100-000230-15956-0000-000000 - 60%

The proposed Contract was presented to the Finance Sub-Committee on October 2, 2019. Per the DWSD Procurement Policy, no additional approvals are required.