

Boone County Purchasing

Liz Palazzolo, CPPO, C.P.M.
Senior Buyer



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MEMORANDUM

TO: Boone County Commission
FROM: Liz Palazzolo, Senior Buyer
DATE: February 26, 2024
RE: Award C000752 from Co-op Contract CC240138010 – New Vehicles
Qualified Vendors List – Award of 2024 Dodge RAM2500 Tradesman
Crew Cab 4X4 Truck for the Boone County Facilities Maintenance
Department

Purchasing requests approval for the award of contract C000752 from co-operative contract CC240138010 established by the State of Missouri as a cooperative contract for the purchase of new vehicles. In this case, the County requested quotes from all dealerships on the Qualified Vendors List. The tabulation is attached.

Three bids were received:

- 1) Reed Motors STJ LLC of St. Joseph, Missouri
- 2) Joe Machens Ford of Columbia, Missouri
- 3) Don Brown Chevrolet of St. Louis Missouri

The Purchasing Department has worked with Facilities Maintenance Department in reviewing the quotes. The quote solicitation allows the County to use weighted criteria to review the quotes since none of the trucks bid will be “made to order” for the County; the trucks will either be “op-the-lot” or in the order queue. An evaluation team consisted of this staff from the Facilities Maintenance Department: Director Johnny Mays, Deputy Director Jody Moore, and Landscape and Turf Supervisor Josh Morgan. It is noted that the truck is to be used for Grounds Operations.

Subjective criteria used in the evaluation included Experience/Reliability and Contractor Support which was weighted a maximum of 10 points; and Specifications Match – Desired Features which was weighted a maximum 40 points. The Scoring Sheet and Evaluation Narrative are attached to this memo.

The Purchasing Department conducted the Cost Evaluation and calculation of Cost points worth a maximum 50 points. The lowest total acquisition cost is awarded 50 points while competitors’ cost scores are calculated using this formula: Lowest Total Acquisition

Cost divided by Each Competitors' Total Acquisition Cost multiplied by 50 maximum points.

Subjective scoring was done without knowledge of cost point scores. The outcome is as shown in the following table:

Bidder	Experience/ Reliability/ Contractor Support – 10 points Maximum	Specifications Match - Desired Features – 40 Points Maximum	Cost Points – Maximum 50 Points	Total Points
Joe Machens Ford Bidding a 2024 Ford F250 Crew Cab 4X4 Short Bed, 6.75'	7	38	50.00	95.00
Reed Motors bidding a 2024 Dodge RAM 2500 Tradesman Crew Cab 4X4, 6'4" Bed	9	39	49.96	97.96
Don Brown Chevrolet bidding a 2024 Chevrolet 2500 HD Crew Cab, 6'4" Bed	8	39	49.72	96.72

Reed Motors is the “lowest and best” quote based on the highest cumulative score shown above.

It is noted that the quote offered a 2012 Chevrolet 2500 HD Extended Cab truck for trade-in. Only Don Brown Chevrolet offered a trade quote. The trade quote of \$800.00 was deemed too low and so the Facilities Maintenance Department opted not to consider trade-pricing.

The 2012 Chevrolet 2500 HD Extended Cab truck will be referred to the Auto Auction for Disposal. The **Disposal Form** is attached for the Commission's approval:

- 2012 Chevrolet 2500HD Extended Cab, Asset Tag 18078, VIN 135GC2KVCG1CZ3251

The Facilities Maintenance Department has recommended awarding the 2024 Dodge RAM 2500 Tradesman Crew Cab 4X4 to Reed Motors STJ, LLC of St. Joseph, Missouri. Delivery is anticipated to take 12-18 weeks.

The contract period will run March 07, 2024 through June30, 2024.

Payment for the van will reference 6104 – Facilities Maintenance Grounds Maintenance/92400 – Replacement Auto Trucks: \$47,911.00

/lp

c: Contract File

BOONE COUNTY
Request for Disposal/Transfer of County Property
Complete, sign, and return to Auditor's Office

Date: 1/17/2024

Fixed Asset Tag Number: 18078

Description of Asset: 2012 Chevrolet 2500HD Extended cab

Requested Means of Disposal: ☐ Sell ☒ Trade-In ☐ Recycle/Trash ☐ Other, Explain:

Other Information (Serial number, etc.): 135GC2KVCG1CZ3251

Condition of Asset: Poor

Reason for Disposition: Purchase of new crew cab pick-up

Location of Asset and Desired Date for Removal to Storage: No storage- Will trade with vendor when replacement is available.

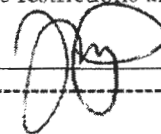
Was asset purchased with grant funding? ☐ YES ☒ NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? ☐ YES ☐ NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 6104- FM Grounds

Signature



To be Completed by: AUDITOR

Original Acquisition Date _____ G/L Account for Proceeds _____

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

_____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

_____ Trade _____ Auction _____ Sealed Bids

_____ Other Explain _____

Commission Order Number _____

Date Approved _____

Signature _____

S:\all\Purchasing\Shared Forms\Request for Disposal - Grounds Truck.docx

Revised: September 2016

	QVL Vehicles Contracts - Bid for Facilities Maintenance			
	<i>Bidders:</i>	Reed Auto	Don Brown Chevrolet	Joe Machens
	Bid Tabulation			2024 Ford F250 Crew Cab 4X4
Line Item	Model bid:	2024 Ford F250 Crew Cab 4X4 , 6'4" Bed	2024 Chevrolet 2500 HD Crew Cab 4X4 , 6'4" Bed	2024 Ford F250 Crew Cab 4X4 , 6.75' Short Bed
1	3/4 Ton Pick-Up Crew Cab 4X4 Work Truck	\$ 47,561.00	\$ 47,997.00	\$ 47,875.00
	Other Fees: Delivery	\$ 350.00	\$ 150.00	\$ -
	Trade Deduction	\$ -	\$ 800.00	\$ -
	Total Price No Trade	\$ 47,911.00	\$ 48,147.00	\$ 47,875.00
	Total Price With Trade	\$ 47,911.00	\$ 47,347.00	\$ 47,875.00
		Note: Axle, Rear - Limited Slip - Add \$495.00 Blind-Spot Warning Feature - Add \$695.00 Tow Package: Add \$395.00		

NO BIDS: Ed Morse Auto

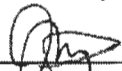
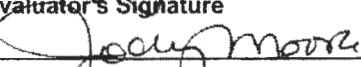
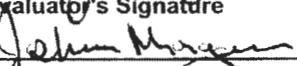
EVALUATION SCORING FORM

PURCHASING DEPARTMENT - BOONE COUNTY - MISSOURI

Request for Quote - QVL - State of Missouri Coopertive Contracts for Trucks

					For Purchasing Use Only	
	NAME OF OFFEROR	Experience/Reliabilty/ Contractor Support (10 Points)	Specifications Match - Desired Features (40 points)	TOTAL SUBJECTIVE POINTS (50 points)	COST POINTS (50 points)	TOTAL POINTS (Max 100 points)
1	Joe Machens	7	38	45	50.00	95.00
2	Reed Auto	9	39	48	49.96	97.96
3	Don Brown Chevrolet	8	39	47	49.72	96.72

We hereby attest that the subjective points assigned to each offeror above were scored pursuant to the established evaluation criteria and represent our best judgement of the subjective areas of the offerors' proposals. We have attached a brief narrative which highlights some, but not necessarily all, of the reasons for our evaluation of the proposals as indicated by the scores above. Our comments represent our opinions only and do not represent the position of the Purchasing Department of Boone County, Missouri, or any other party.

	Johnny Mays	FM Director	2/22/2024
Evaluator's Signature	Evaluator Printed Name	Title	Dept.
	Jody Moore	Dep Director	2/22/24
Evaluator's Signature	Evaluator Printed Name	Title	Dept.
	Joshua Morgan	Landscape & Turf Supervisor	2/22/24
Evaluator's Signature	Evaluator Printed Name	Title	Dept.

	QVL Vehicles Contracts - Bid for Facilities Maintenance			
	<i>Bidders:</i>	Reed Auto	Don Brown Chevrolet	Joe Machens
	Cost Evaluation			
Line Item	Model Bid:	2024 Dodge RAM 2500, Tradesman Crew Cab 4X4	2024 Chevrolet 2500 HD Crew Cab 4X4 , 6'4" Bed	2024 Ford F250 Crew Cab 4X4 , 6.75' Short Bed
1	3/4 Ton Pick-Up Crew Cab 4X4 Work Truck	\$ 47,561.00	\$ 47,997.00	\$ 47,875.00
	Other Fees: Delivery	\$ 350.00	\$ 150.00	\$ -
	Trailer -Tow Package	Included	Included	Included
	Rear Axle Limited Slip Differential	Included	Included	Included
	Blind Spot Warning	Included	NA	NA
	Total Acquisition Price	\$ 47,911.00	\$ 48,147.00	\$ 47,875.00
		Note: Axle, Rear - Limited Slip - Add \$495.00 Blind-Spot Warning Feature - Add \$695.00 Tow Package: Add \$395.00		
	Cost Points: Lowest/Compared X 50 Maximum Points - No Trade	49.96	49.72	50.00

Grounds Maintenance Truck

OFFEROR #1: Joe Machens

- The proposal from Joe Machens is acceptable for consideration.

EXPERIENCE, RELIABILITY and CONTRACTOR SUPPORT: SCORE 7 of 10

Strengths:

- Local car dealership that the County has purchased many vehicles from – good working relationship – easy to access as a local dealership.
- Has provided good customer support.
- Provides good communication about vehicles and current market to the County.
- Established Missouri dealership with a reliable track-record
- Warranty: 3 years/36,000 miles basic warranty; same on powertrain
- Estimated 6 months
- No delivery charge because local dealership

Concerns:

- Delivery time is the longest – 6 months (August)
- Facilities Maintenance's experience with a Ford truck in the past not good
- Powertrain warranty is 2 years shorter than the RAM

SPECIFICATIONS MATCH: SCORE 38 of 40

Strengths:

- Quoting 2024 Ford F250 Crew Cab, 4X4, with Quad Doors and 6.75' bed
- 6.8L engine, 405HP – good power – will be useful for grounds maintenance work/towing
- Equipped with tow package
- Equipped with limited rear axle slip feature
- Torque rating is good (445# @ 4,000 rpm) – good for towing strength
- Heated mirrors
- Back-up camera
- Bluetooth connectivity equipped
- White exterior color which is preferred-will match fleet

Concerns:

- Longer bed than desired (6.75' bed) - longer than desired
- Compared to RAM, no Blind Spot Warning Feature which is a preferred safety feature
- No carpet – vinyl mats instead

OFFEROR #2: Reed Auto

- The proposal from Reed Auto is acceptable for consideration.

EXPERIENCE, RELIABILITY and CONTRACTOR SUPPORT: SCORE 9 of 10

Strengths:

- Established Missouri dealership based in Eldon, Missouri
- On the State of Missouri's Qualified Vendor's list – must be in good standing
- Warranty: 3 years/36,000 miles basic warranty; 5 years/100,000 miles on powertrain (best offered)
- Delivery in 12-18 weeks (ranges from mid-May to the end of June)

Concerns:

- County has no direct experience ordering or working with Reed Auto
- Delivery is second longest

SPECIFICATIONS MATCH: SCORE 39 of 40

Strengths:

- Quoting 2024 Dodge RAM 2500 Tradesman Crew Cab 4X4 with Quad doors, 6'4" bed
- 6.4L engine, 410HP – good power – will be useful for grounds maintenance work/towing
- Equipped with tow package
- Equipped with limited rear axle slip feature
- Equipped with Blind Spot Warning feature
- Torque rating is good (429# @ 4,000 rpm)
- Bluetooth connectivity equipped
- White exterior color which is preferred-will match fleet

Concerns:

- Prefer higher torque
- 8 speed transmission instead of 10-speed

OFFEROR #3: Don Brown Chevrolet
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- The proposal from Don Brown Chevrolet is acceptable for consideration.

EXPERIENCE, RELIABILITY and CONTRACTOR SUPPORT: SCORE 8 of 10

Strengths:

- Established Missouri dealership based in St. Louis, Missouri
- County has purchased from this dealership before with good experience
- On the State of Missouri's Qualified Vendor's list – must be in good standing
- Warranty: 3 years/36,000 miles basic warranty; same on powertrain
- Delivery end of May - best

Concerns:

- Powertrain warranty is 2 years shorter than the RAM

SPECIFICATIONS MATCH: SCORE 39 of 40

Strengths:

- Quoting 2024 Chevrolet 2500HD Crew Cab 4X4, with Quad Doors and a 6'4" bed
- 6.6L engine, 401HP – good power – will be useful for grounds maintenance work/towing
- Equipped with tow package
- Equipped with limited rear axle slip feature
- Torque rating is highest (464# @ 4,000 rpm) – better for towing strength
- Heated mirrors
- Back-up camera
- Bluetooth connectivity equipped
- White exterior color which is preferred -will match fleet

Concerns:

- Compared to RAM, no Blind Spot Warning Feature which is a preferred safety feature
- Vinyl seats – cloth seats preferred