



Procurement Report

Date: June 26, 2019
To: Sue McCormick, Chief Executive Officer
From: Dan Edwards, Procurement Manager
Re: Procurement Report

General Information			
Contract Number:	1802170	Project Owner:	Bill Wolfson
Contract Title:	Fleet Management Service		
Vendor:	Enterprise Fleet Management		
Budget:	Operations and Maintenance		
Contract Length:	60 Months		

Procurement Method

Request for Proposal (RFP) Qualification Based Selection (QBS) – Evaluation Committee			
Advertised:	07/09/2018	Addendums released:	4
Distributed to:	1,002	Downloaded by:	56
Response due date:	11/16/2018	Responses received:	3

Negotiated Cost Schedule

Enterprise Fleet Management		
Description	Original Proposal	Negotiated
Task 1A – Vehicle Leasing	\$4,139,881.80	\$3,657,130.20
Task 1B – Leased Vehicle Maintenance	\$631,741.80	\$488,732.40
Task 2 – Vehicle Remarketing	\$48,750.00	\$39,000.00
Task 3 – GLWA Owned Fleet Maintenance Program Management	\$63,000.00	\$63,000.00
Totals	\$4,883,373.60	\$4,247,862.60

Benchmarking was completed by comparing the proposals for this project. This analysis confirmed that rates are in competitive range. The rate comparisons and allowances (if any) are illustrated in the attached document labeled cost tabulation.



Financial Services Group
Procurement
 735 Randolph Street, Suite 1508
 Detroit, Michigan 48226
 Phone: 313-964-9157

Evaluation and Scores

Evaluation Committee: (Designation – Organization)
A – Financial Services – GLWA
B – Fleet – GLWA
C – Fleet – GLWA
D – Financial Services – GLWA
E – Field Services – GLWA

The Evaluation Committee independently reviewed and scored the proposals in accordance with GLWA’s policy. The rankings are below.

Maximum Score Possible: 100		
Vendor (Highest to lowest score)	Score	Proposed Cost before Negotiations
Enterprise	55.12	\$4,883,373.60
Bob Maxey Ford	49.04	\$4,145,200.00
Element Fleet Management	38.92	\$4,149,340.00

Other Data Requested by GLWA Board Members

Minority Business Enterprise (MBE): No
 Detroit Based Business (DBB): No
 Small Business Enterprise (SBE): No

Sub-Contractor(s) List: Not Applicable

Vendor Response Survey: Please see attached

Litigation

This vendor is not currently nor has been previously involved in any litigation with the GLWA.

Financials

A financial risk assessment was performed by the GLWA via Dun & Bradstreet and was determined that the selected vendor has the financial capacity to perform the tasks under this contract. This information is available for the Board of Directors to review upon request.