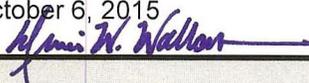


MANATEE COUNTY GOVERNMENT SOLE SOURCE INTENT TO AWARD

SUBJECT	Original Equipment parts for Gillig buses	DATE POSTED	MC <u>X SE 10/6/15</u>
PURCHASING REPRESENTATIVE	George Earnest CPPB, Buyer, X 3044	DATE CONTRACT SHALL BE AWARDED	Contingent upon the acceptance of Purchasing Official (5 days)
DEPARTMENT	Public Works, Fleet Division	CONSEQUENCES IF DEFERRED	Inability to purchase repair parts for transit busses
SOLICITATION	SS #201600001 Task #153107 Valid 10/13/2015	AUTHORIZED BY DATE	Dennis Wallace, Contract & Buyer Manager, October 6, 2015 

NOTICE OF INTENT TO AWARD

Sole Source Request #201600001 notice of Intent to Award to Gillig, LLC a Blanket Purchase Order for Gillig bus parts and accessories.

ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.

Manatee County Code of Laws, Sections 2-26-40 & 2-26-45

BACKGROUND/DISCUSSION

- ▶ Manatee County Area Transit has a fleet of Gillig brand transit buses. Original Equipment Manufacturer parts and accessories are necessary to repair and upgrade these buses. Alternative and "after-market" parts are not available and in most cases FTA requires OEM parts to be used. In addition these OEM parts and accessories maintain warranties in place for the buses.
- ▶ Gillig, LLC is the only Original Equipment Manufacturer for parts and accessories for Gillig buses.

If a vendor believes this item is not a sole source procurement, Manatee County Purchasing Division requires prospective vendors provide information regarding their ability to supply the commodity or contractual services described prior to the date indicated for "date contract shall be awarded".

ATTACHMENTS (List in order of attached)	<ul style="list-style-type: none"> • Sole Source Procurement Request Form 	FUNDING SOURCE (Acct Number & Name)	X Blanket Purchase Order
ESTIMATED ANNUAL COST	\$200,000	AMT/FREQ OF RECURRING COSTS (Attach Fiscal Impact Statement)	N/A



55# 2016 0001

SEP 09 2015

Sole Source/Noncompetitive Purchasing Request

Department: Public Works/Fleet Svcs **Contact:** ANGIE SHARPE **Ext:** 7377

Purchase Request (PR) Number: ANNUAL FORM **Date:** 9/2/15

Description:
(Explain request in detail) OEM REPLACEMENT PARTS - GILLIG BUSES

Vendor: V017691 GILLIG CORP **Phone:** 800-735-1500 **Cost:** AS NEEDED

PART I – SOLE SOURCE PURCHASING (*Sole source purchasing* is defined as the acquisition of commodities or services where there is only one available source for the required commodity or service. Ex: proprietary software or equipment, copyright)

1. **Are these commodities or services only available from one single source?** Yes No

2. **Explain why the commodity/service being requested is the only commodity/service that can meet your needs and why alternatives are unacceptable. Be specific regarding specifications, features, capability, compatibility, etc.**

Manatee County Fleet Services maintains a 25+ fleet of Gillig Transit coaches used in our community wide Transit operations. These vehicles require parts which are directly manufactured and distributed by the manufacturer, Gillig Corporation on a daily basis. These OEM proprietary parts are not available from any other source. *Only for non-FTA funded purchases. JSE*

3. **Why is this vendor the only source from which to make this purchase? Describe efforts made to verify this information. (Attach sole source letter from vendor as documentation)**

Attached memo from Gillig Corporation

4. **Explain the consequence to the County or its taxpayers, including a dollar amount of the financial impact, if the sole source purchase is not approved.**

If this sole source procurement is not approved it would create the inability of Fleet Services to properly maintain this equipment. In turn, direct community support programs requiring the use of these assets would be unable to complete their statutory requirements to provide services to maintain public health, safety and welfare of the citizens of our community.

NOTE: In any case where the County seeks to purchase from a sole source materials for the construction, modification, alteration or repair of any county-owned facility, the Board of County Commission must first make the written findings required by Florida Statutes, Section 255.04.

I hereby request that a sole source/noncompetitive request be approved for the purchase of the above statement of work, material, equipment, commodity, or service.


Division Manager's Signature
(up to \$25,000)

Michael J. Brennan, CEM
Print Name

9/22/15
Date


Department Director's Signature
(Greater than \$25,000)

Ron Schulhofer
Print Name

9-9-15
Date

FOR PURCHASING DIVISION USE:

Sole Source:

Posting: Categories Three and Four require an electronic posting for a minimum of five (5) business days. Category Five requires BCC approval and will be posted via board agenda for a minimum of seven (7) calendar days prior to board meeting.
Reports: Categories One through Three reported quarterly to FMD and County Administrator.

Noncompetitive:

Posting: Category Three requires an electronic posting for a minimum of five (5) business days prior to award. Categories Four and Five require BCC approval and will be posted via board agenda for a minimum of seven (7) calendar days prior to board meeting
Reports: All categories reported quarterly to Board of County Commissioners, County Administrator, County Attorney's Office and FMD.

Reviewed and Approved by:

 George Earnest 10-1-15
Buyer Name / Date
(up to \$100,000)

 M. W. Waller 10/5/2015
Contracts/Buyer Manager / Date
(up to \$250,000)

Purchasing Official / Date
(Greater than \$250,000)



8/31/2015

Angie Sharpe
Materials Manager
Manatee County Fleet Services
1100 26th Avenue East
Bradenton, FL 34208

Re: Sole Source Vendor

Dear Ms. Sharpe,

Gillig is a major U.S. manufacturer of purpose-built buses, and we respectfully wish to be classified by Manatee Co as a **sole source supplier of transit bus parts**.

Gillig's transit buses are specifically designed, tested and manufactured to suit the severe duty cycles of transit operation. All the parts used in these buses must meet specific and demanding standards of design, material, tolerance and processing, **in addition** to other normal vehicle standards such as FMVSS and the FTA ADB regulations and standards. Consequently, the performance levels of these parts are significantly superior to non-OEM parts not designed to meet the same demanding requirements.

We believe Gillig is uniquely qualified to supply the proper parts for Gillig buses used in transit service. The purchase and use of non-Gillig parts invalidates any assurance of transit bus performance. Consequently, we request your consideration to recognize **that Gillig is the only and proper sole source of uniquely designed Gillig Parts**.

Your consideration and approval of our request will be greatly appreciated. If you have any further questions, please do not hesitate to call me at (800) 735-1500.

Sincerely,

Eiji Kinoshita
Director of Sales, Aftermarket Parts