

**TRACIE R. DAVIES**  
Director

MEMORANDUM

TO: Joe Lombardi  
Director of Finance and Management

FROM: Tracie R. Davies  
Director of Public Utilities

DATE: April 30, 2020

RE: BID RECOMMENDATION – Mini-Excavator  
BID PROPOSAL – RFQ015100

The Purchasing Office opened formal bids on April 2, 2020 for the purchase of one (1) Mini Excavator for the Division of Water. Four (4) bids were received.

Southeastern Equipment Company Inc. was the apparent low bid with two bids for line ten (10). The first bid was the lowest at \$74,520.00 with their alternate unit for line ten (10). The alternate unit however, did not meet the following specification:

	<u>Requested Spec</u>	<u>Submitted Spec</u>
○ Minimum Digging Depth	13ft	12ft 10inches
○ Rated lift capacity	5,900lbs	5,350lbs

Therefore the Division of Water recommends the award be made to Southeastern Equipment Company Inc. with their primary bid as the lowest responsible, and best bidder for lines ten (10, 20, 30, 40, 50, & 60) for one (1) mini excavator and attachments for the amount of \$80,495

To help with the legislation:

1. Total spent for similar purchases for the last two fiscal years: 2018=\$74,947- 2019=\$0
2. BT# that this unit is replacing: 22446
3. How this vehicle helps support the Mayor's Green Initiative: Tier 4 final emissions rated
4. Funding codes: OCA 6009
5. How much was budgeted for this purchase: \$80,000.00



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6. Why this equipment is needed: Used to service water distribution lines
7. What equipment will be hauled: N/A
8. What type of equipment it is: Mini Excavator and attachments.

Thank you for your cooperation in this matter. Should you have any questions please contact Jason Smith at 614-724-0128.

