


**Michigan Department of Transportation
Office of Passenger Transportation
PRE-AWARD POST-DELIVERY AUDITS
Attachment A-1:
Method of Procurement Decision Matrix**

SMALL PURCHASE (Lowest Quote)	
Amount \$3,000 to less than \$100,000	
Multiple sources	
SEALED BID (IFB)	
Multiple sources	
Complete and adequate specifications or description	
Selection can be made on basis of price	
Suitable for firm, fixed price	
No discussion with bidders needed after receipt of offers	
COMPETITIVE PROPOSALS (RFP)	X
Multiple sources	X
Discussion needed with bidders after receipt of offers	X
Fixed price can be set after discussion	X
SOLE SOURCE	
Custom item	
Only one source	
Public urgency/emergency	
Competition is inadequate after public solicitation	
MDOT approval	

Signature/Date:  _____

Item being procured: Small Class II - Metal Cage Bus

Project Authorization: N/A

**Michigan Department of Transportation
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PRE-AWARD POST-DELIVERY AUDITS
ATTACHMENT A-2
CHECKLIST**

Contract #	071B7700125	Vehicle Description	Small Class II - Metal Cage Bus
Dealer	Mobility Transportation	Manufacturer	Champion
Contract Term	4/1/17 – 3/31/19	Contract Admin. (MDOT or Agency)	Jeff Turner

Pre-Award Audit

	Item	Completion Date	Initials
1	Analysis of Manufacturer's list of component and subcomponent parts.	12/5/16	JT
2	Buy America Certification	12/5/16	JT
3	Bid Specification Certification of manufacturer's capability to produce vehicle as bid and that the vehicle proposed is same as the vehicle in the specifications.	12/5/16	JT
4	Federal Motor Vehicle Safety Standard's certification or its inapplicability.	12/5/16	JT

To be completed by transit agency

Post Delivery Audit

	Item	Completion Date	Initials
1	Buy America Certification stating regulations are still being met.		
2	Bid Certification		
2.1	Vehicle sight inspection (Attach inspection report)		
2.2	Vehicle road test (Attach test)		
2.3	Were there 11 or more vehicles purchased? Yes <input type="checkbox"/> No <input type="checkbox"/>		
2.4	If yes, obtain Inspectors report		
2.5	Certification vehicle meets bid specifications		
2.5	Federal Motor Vehicle Safety Standard's certification		

To be completed by transit agency

**Michigan Department of Transportation
Office of Passenger Transportation
PRE-AWARD POST-DELIVERY AUDITS
ATTACHMENT A-3
BUY AMERICA CERTIFICATION
Pre-Award**

In Accordance with the "Buy America" regulations adopted by the Federal Transit Administration on January 9, 1991, I certify that the vehicles proposed to be delivered under this contract are in compliance with the requirements of section 165(b)(3), of the Surface Transportation Assistance Act of 1982, as amended, and the regulations of 49 CFR 661.11.

Date	12/5/16
Vehicle Description	Small Class II - Metal Cage Bus
Manufacturer	Champion
Contract Administrator Name	Jeff Turner
Position Title	Vehicle Analyst



**BUY AMERICA
DOMESTIC CONTENT WORKSHEET**

MICHIGAN DOT – CHAMPION
SMALL / LIGHT BUS AND MEDIUM DUTY TYPE 1

More than 70% of the material cost of the Champion bus is U. S. domestic content:

<u>COMPONENT/MANUFACTURER</u>	<u>MANUFACTURING LOCATION</u>	<u>DOMESTIC CONTENT AS A PERCENTAGE OF TOTAL MATERIAL COST</u>
CHASSIS / FORD	U.S.	49.77%
PASSENGER SEATS / FREEDMAN	U.S.	5.71%
REAR SUSPENSION / MOR RYDE	U.S.	1.05%
REAR BUMPER / SMI	U.S.	0.97%
WINDOWS / HEHR	U.S.	1.17%
WHEELCHAIR LIFT / BRAUN	U.S.	5.69%
WHEELCHAIR TIEDOWNS / Q-STRAINT	U.S.	2.85%
CHAMPION BODY	U.S.	12.65%
REAR AIR CONDITIONING / VALEO OR ACT	U.S.	7.39%
NET BUY AMERICA PERCENTAGE		87.25%

Total assembly of buses from body structure through road tests occurs at Champion Bus, Inc. in Imlay City, MI. Cutaway chassis are delivered to Champion Bus from the chassis manufacturer and consequently all final assembly, including the installation and interconnection of the engine, transmission, axles and cooling and braking systems are performed at the chassis manufacturer's location prior to arrival in Imlay City. The following activities take place in Imlay City, MI:

- Check-in, inspection and preparation of chassis
- Fabrication of vehicle steel body structure
- Installation of vehicle body onto chassis frame
- Mounting of front and rear caps
- Installation and interconnection of heat and air conditioning equipment
- Installation of floor decking and floor covering
- Installation of electrical system and lighting
- Installation of passenger seats, stanchions and grab rails
- Installation of doors and windows
- Installation of customer selected options such as destination signs, lifts, etc.
- Water testing of completed vehicle
- Road testing of completed vehicle
- Final inspection of vehicle and preparation for shipment

The cost of final assembly is 8.7% of net sales.

**Michigan Department of Transportation
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PRE-AWARD POST-DELIVERY AUDITS
ATTACHMENT A-6
BID SPECIFICATION AUDIT CERTIFICATION
Pre-Award**

I have reviewed the information provided to me by the manufacturer concerning the vehicles to be purchased. I certify that the vehicles proposed to be delivered under this contract are the same vehicles described in the bid specifications used for this solicitation.

In addition, I have also received information that assures me that the manufacturer has the capability to produce the specified product.

Date	12/5/16
Vehicle Description	Small Class II - Metal Cage Bus
Manufacturer	Champion
Contract Administrator Name	Jeff Turner
Position Title	Vehicle Analyst

PRE-AWARD PURCHASER'S REQUIREMENTS CERTIFICATION

As required by Title 49 of the CFR, Part 663 – Subpart B, Michigan Department of Transportation
(Recipient)
certifies that the vehicles to be purchased, Small Class-II Metal Cage Bus from
(Number and Description of Vehicles)
Champion, are the same product described in the recipient's
(Manufacturer)
solicitation specification and that the proposed manufacturer is a responsible manufacturer with the capability
to produce vehicles that meet the specifications.

RECIPIENT REPRESENTATIVE Jeff Turner	TITLE Vehicle Analyst
SIGNATURE <i>(Recipient Representative)</i> 	DATE 12/05/16