

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

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

Signature/Date:  \_\_\_\_\_

Item being procured: Medium Duty Class I – Metal Cage Bus

Project Authorization: N/A

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

Contract #	071B6600071	Vehicle Description	Medium Duty Class I – Metal Cage Bus
Dealer	Hoekstra Transportation	Manufacturer	Goshen
Contract Term	5-11-2016 – 5-10- 2018	Contract Admin. (MDOT or Agency)	Jeff Turner/MDOT

Pre-Award Audit

	Item	Completion Date	Initials
1	Analysis of Manufacturer's list of component and subcomponent parts.	3/3/16	JT
2	Buy America Certification	3/3/16	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.	3/3/16	JT
4	Federal Motor Vehicle Safety Standard's certification or its inapplicability.	3/3/16	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	<b>Bid Certification</b>		
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  
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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	3/3/16
Vehicle Description	Medium Duty Class I – Metal Cage Bus
Manufacturer	Goshen
Contract Administrator Name	Jeff Turner
Position Title	Vehicle Analyst

**Goshen Coach**  
**Buy America Cost Documentation**

*Hoekstra Truck - Michigan DOT*

*Quote 12614.11*

*Model GFF400*

<i>Component</i>	<i>Manufacturer</i>	<i>Country of Origin</i>	<i>% Total Cost</i>
Chassis	Ford	U.S.A.	57.467%
Heating/Air	Pro-Air	U.S.A.	4.932%
Tie Downs	Q'Straint	U.S.A.	1.259%
Lift	Braun	U.S.A.	3.401%
Seats	Freedman	U.S.A.	4.816%
<b>Total percentage of vehicle manufactured in U.S. (minimum):</b>			<b>71.88%</b>

Point of final assembly Elkhart, Indiana and major activities to be undertaken  
at final location, Elkhart, Indiana

**Michigan Department of Transportation**  
**Office of Passenger Transportation**  
**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	3/13/16
Vehicle Description	Medium Duty Class I – Metal Cage Bus
Manufacturer	Goshen
Contract Administrator Name	Jeff Turner
Position Title	Vehicle Analyst

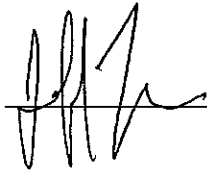
## Pre-award Purchaser's Requirements Certification

As required by Title 49 of the CFR, Part 663 – Subpart B, Michigan Department of Transportation

certifies that the vehicles to be purchased, one (1), Goshen Coach, Medium Duty Class-I Metal Cage bus,  
from Goshen Coach, are the same product described in the recipient's solicitation specification and that  
the proposed manufacturer is a responsible manufacturer with the capability to produce vehicles that  
meet the specifications.

Date: 4/4/2017

Recipient Authorized Signature: \_\_\_\_\_

A handwritten signature in black ink, appearing to read 'JT', is written over a horizontal line. The signature is stylized and cursive.

Print Name: Jeff Turner

Title: Vehicle Procurement Analyst