



# INDIANA DEPARTMENT OF TRANSPORTATION

*Driving Indiana's Economic Growth*

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**Michael R. Pence, Governor**  
**Brandye L. Hendrickson,**  
**Commissioner**

## Memo

To: File

From: Brian Jones  
Office of Transit

Subject: Indiana Department of Administration (IDOA) RFP 16-011  
Determination of Award to Responsible Contractor

Date: December 7, 2015

Based on a review of the bid received from Midwest Transit Equipment (“the vendor”) via IDOA RFP 16-011, I have made a determination of award to a Responsible Contractor (Midwest Transit) for low floor mini vans, modified vans, and small/large transit vehicles:

1. Integrity and Ethics. The vendor signed standard state form “Non-Collusion and Acceptance”. The vendor also signed “Program Fraud and False or Fraudulent Statements or Related Acts” certification as part of the standard federal assurances.
2. Debarment and Suspension. The vendor is not listed on any federal/state debarment/suspension lists as of December 7, 2015. The vendor also signed the “Government-wide Debarment and Suspension (Nonprocurement)” certification as part of the standard federal assurances.
3. Affirmative Action and DBE. The vendor signed the “Disadvantaged Business Enterprise” certification as part of the standard federal assurances. The vendor provided signed TVM certifications from the vehicle manufacturers.
4. Public Policy. The vendor has indicated its compliance with public policy through signed certifications as part of the standard federal assurances.
5. Administrative and Technical Capacity. The vendor has adequately described and demonstrated its administrative and technical capacity through documents provided in the RFP solicitation. INDOT certifies the vendor has the administrative and technical capacity for the contract.

6. Licensing and Taxes. The vendor is registered with the Indiana Secretary of State Business Division. The other vendors, Transportation Equipment Sales, and Shepard Bros., are also registered with the Indiana Secretary of State Business Division.
7. Financial Resources. The vendor has adequately described and demonstrated that it has, or can obtain, sufficient financial resources to perform the contract through documents provided in the RFP solicitation. I also reviewed the vendor's confidential financial statements which provide affirmation that the vendor has or will obtain the necessary financial resources for the contract. INDOT certifies the vendor has the financial resources for the contract.
8. Production Capacity. The vendor will obtain the contract vehicles through the Braun Corporation and Elkhart Coach. The Braun Corporation has provided low floor mini vans and modified vans to INDOT since 1986. Elkhart Coach is a division of Forest River, Inc., which is part of Berkshire Hathaway, Inc. INDOT certifies the vendor and related manufacturers have the production capacity for the contract.
9. Timeliness. Based on the vendor's prior performance, INDOT certifies the vendor will comply with the required delivery or performance schedule, taking into consideration of all existing commercial and governmental business commitments.
10. Performance Record.
  - a) Current Performance. Based on the vendor's current contract for Mobility Vans (IDOA QPA #12873A, the vendor has provided satisfactory performance. The vendor delivered an estimated 300 mobility vans to INDOT's 5310/5311 subrecipients in since May 2012.
  - b) Past Performance. The vendor has provided an estimated 1,500 vehicles to INDOT's Section 5310/5311 subrecipients since 1994. These vehicles include low floor mini-vans, modified passenger vans, and small/large transit vehicles. The vendor has provided satisfactory performance on all past vehicle awards and deliveries.