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SUBJECT: GOLF CART LEASE FOR BENT CREEK GOLF COURSE

BID #: SC-0302-23 **OPEN DATE: 2023-04-05**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – 36-MONTH MUNICIPAL LEASE. PERIOD OF SERVICE WILL BE FROM JULY 1, 2023 THROUGH JUNE 30, 2026

AGENCY: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 19 **NUMBER RECEIVED:** 3 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the lowest responsive, responsible bidder, Yamaha Golf-Car Company in the amount of $245,008.80 for GOLF CART LEASE FOR BENT CREEK GOLF COURSE. Period of service will be from July 1, 2023 through June 30, 2026.

Funding Source: 11534.161101.549006.000000.00000531.00000.0000000, to be executed by formal contract through the Office of General Counsel and process by purchase order(s).

Attachments: Recommendation Memo, Bid Tabulation Sheet, Terms and Conditions, Specifications

ANALYST: _____
RUBEN OLA

RESPECTFULLY SUBMITTED: _____
DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Daryl T. Joseph, Director of Parks, Recreation and Community Services Department

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

City of Jacksonville, Florida

Daryl Joseph, Director

Parks, Recreation and Community Services Department
214 N Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 255-7903
www.coj.net

ONE CITY. ONE JACKSONVILLE.

April 19, 2023

MEMORANDUM

TO: Dustin Freeman, Chief
Procurement Division

FROM: Daryl T. Joseph, Director

RE: **SC-0302-23 Golf Cart Lease for Bent Creek Golf Course- Award Recommendation- 36 Month Lease- Yamaha Golf-Car Company**

In response to the bid solicitations for golf carts at Bent Creek Golf Course, the Procurement Division received three (3) bids and forwarded the results to the Parks, Recreation and Community Services Department to review for a recommendation of award.

After reviewing the bid as documented on the attached Bid Proposal Forms, Parks, Recreation and Community Services recommend awarding to the lowest bidder Yamaha Golf-Car Company for 36 months for a total of $245,008.80.

Funding source is as follows: 11534.161101.549006.000000.00000531.00000.0000000

The funding will be encumbered by POA.

Your assistance in concurring with this recommendation for the respective award would be appreciated.
If you have any questions or if further information is required, please contact Amy Honey at 255-7909.

DJ/ah

Attachment: Bid Tab

BID TABULATION SHEET

TITLE: GOLF CART LEASE FOR BENT CREEK GOLF COURSE
BID NO.: SC-0302-23
OPEN DA 4/5//2023
ANALYST RUBEN OLA
No. Invited: (19) No. Received (3) No Bids: (0)
Bid Recorder: M. PIERCE, Announcer: P. MITCHELL

ITEM	DESCRIPTION	QUANTITY	CLUB CAR, LLC			E-Z-GO DIVISION OF TEXTRON INC.			YAMAHA GOLF-CAR COMPANY		
			PRICE PER MONTH	NO. OF MONTHS	EXT. PRICE	PRICE PER MONTH	NO. OF MONTHS	EXT. PRICE	PRICE PER MONTH	NO. OF MONTHS	EXT. PRICE
1	GOLF CART LEASE FOR BENT CREEK GOLF COURSE	76 EA	$ 7,686.64	36.00	$584,184.64	$92.21/$7,007.96	36.00	$ 252,286.56	$89.55/$6,805.80	36.00	$ 245,008.80
		GRAND TOTAL:	$		584,184.64	$		252,286.56	$		245,008.80
		TERMS:									
		DELIVERY (Business Days):									
		CONFLICT OF INTEREST:	✓			✓			✓		
		ADDENDUM (S) ( ):									
		NOTES:	Note: Equivalent Specs. Delivery will be in December 2023. Model will be 2024 Club Car Tempo gasoline golf cart			Note: Equivalent Specs. E-Z-GO RXV EX1, 150cc, 4 Cycle Gas Engine			Same specs in solicitation.		

TERMS AND CONDITIONS

GOLF CART LEASE FOR BENT CREEK GOLF COURSE

1. SCOPE

The Parks, Recreation and Community Services Department, City of Jacksonville, Florida is currently accepting bids to obtain source(s) of supply for the items as outlined in the bid documents provided. The purpose of this bid invitation is to obtain information about your firm and its ability to provide these item(s)/ service(s) and to obtain pricing commitments for GOLF CART LEASE FOR BENT CREEK GOLF COURSE, as listed in the bid documents.

2. AWARD

Award will be **ALL OR NONE** to the lowest responsive, responsible bidder. Bidders must bid on all items to be considered for award. ALL awards are subject to the availability of funds.

As per Section 126.114 of the City of Jacksonville Ordinance Code, preference will be given to a responsive and responsible vendor offering American manufactured, assembled, or produced goods, and who is within 5% of the lowest responsive and responsible bidder. To receive this preference, the bidder must complete the attached Buy American Preference Compliance Certificate and attach supporting documentation and/or evidence attesting that at least 51% offered in the bid response is manufactured, assembled or produced in the United States.

a. Bidder is not required to submit for the Buy American Preference. Bidders may quote items less than 51% American made but will not be eligible for the preference.

b. Restrictions and exemptions may apply. Please refer to Section 126.114 for specifics.

3. TERM OF AGREEMENT

The term of this agreement is a 36-month municipal lease. Period of service will be from July 1, 2023 through June 30, 2026.

The Operating Lease (aka "Fair Market Value Lease", "Walk Away Lease" or "True Lease") is a long term usage agreement. This lease often interpreted, for accounting purposes, as an Operating Lease, is also interpreted as a Closed – End Lease; that puts no obligation on the lessee to purchase the leased equipment at the end of the agreement. The lease is designed to provide the lessee with a predictable cost of using the equipment for a specified time. The cost of using the equipment is fixed, except for those costs associated with fuel, minor repair and cleaning of equipment.

The lease is written with the intention of the lessee returning the equipment to the lessor at the end of the term. The lessee does not automatically have ownership of the equipment at the end of the term, nor do they necessarily intend to own the equipment. During the term of the lease, the City intends to make 36-monthly payments. If budget funds are not approved, the equipment can be returned to the lessee at the end of the fiscal year (September 30th). Please submit standard terms and conditions with response and attach the 36-monthly lease payment schedule to the Bid Proposal Form.

The City of Jacksonville reserves the right to negotiate any terms and conditions of standard lease agreement submitted with bid response.

4. MINIMUM REQUIREMENTS

Bidders should submit or comply with the following requirements. Failure to submit any of these requirements may be grounds for rejection:

a. The Contractor shall provide all business licenses required by local, state, and federal law as applicable.

5. PRE-BID CONFERENCE

DATE: MARCH 16, 2023
TIME: 10:00 AM
PLACE: Room 825 Fishbowl Conference Room, 214 N. Hogan St., 8th Floor, Jacksonville, FL 32202.

6. STATE CONTRACTS

The City reserves the right to utilize contracts established by the State of Florida and or other governmental agencies for item(s)/service(s) covered under this bid. The city reserves the right to cancel this contract in whole or in part for such item(s)/service(s).

7. QUANTITIES

Quantities indicated reflect the estimated quantities to be purchased throughout the contract period and are subject to fluctuation in accordance with actual requirements. The City reserves the right to add or delete items, or increase the volume of services required, or not to make any purchase against this bid if it so deems necessary at any time during the contract period.

8. DELIVERY

All items must be delivery to Bent Creek Golf Course, 10440 Tournament Lane, Jacksonville, Florida. All carts must be new and in running order. The City of Jacksonville has right to inspect the fleet prior to delivery. Bidder will be responsible for repairs or replacement of any damages incurred during delivery. All electric cars must have working chargers. A packing list shall accompany all shipments, which shall indicate, at a minimum, the following; purchase order number, item number and description, date of shipment, quantity ordered and shipped, unit prices, and unit of measure. INSIDE DELIVERY ONLY and if on pallets must be broken down for delivery. Empty pallets must be taken by the delivery person on the same day as the delivery.

9. ESCALATION/DE-ESCALATION

All pricing submitted shall remain firm for the initial term period. Upon renewal (if applicable), a supplier may submit in writing a request for price escalation/de-escalation for the percentage of change as listed in the Consumer Pricing Index (CPI) and/or documentation notifying of an industry wide increase. The City reserves the right to decline any price increase request.

10. PRICES

All unit prices shall include freight, delivery, and handling charges to the delivery location as outlined in the bid documents.

11. PICK UP AND RETURNS

The City reserves the right to return an order in whole or in part if the merchandise is not in compliance with the bid specifications. The City or its agencies will determine compliance with bid specifications. Pick up and returns will be made within 48 hours of notification at no charge to the City or its agencies.

12. COMPLIANCE WITH SPECIFICATIONS

The bidder, by affixing their signature to the bid form submitted, agrees to provide item(s)/service(s) in accordance with the bid documents provided. Bid only a single offering for each bid item. Multiple offerings, alternates (unless stated) and or stipulations may be cause for bid rejection. Bid only on forms provided herein unless otherwise stated. Bid submissions shall be in ink or typewritten. All corrections must be initialed.

13. INVOICING

Invoices will be issued once supplies/services are delivered and/or rendered to the City of Jacksonville or its agencies. At a minimum, invoices must include: purchase order number or contract number, item number and description, date of shipment, quantity ordered and shipped, unit prices, unit of measure, and extended totals. Payment terms are Net 30 days. All original invoices shall be submitted through the City of Jacksonville 1Cloud procurement system email at COJ1CloudInvoices@coj.net. or to: City of Jacksonville, General Accounting Division, 117 West Duval Street, Suite 375, Jacksonville, Florida 32202.

14. INSURANCE/INDEMNIFICATION

Each supplier shall maintain, for the entire term of this bid, current insurance coverage as stated in the bid documents. All insurance certificates shall list the City of Jacksonville as an additional insured. Bid number should be listed on certificate. The awarded bidder is required to submit their insurance certificate within ten (10) days after notice of award.

15. REPORTING

The City may request, during the term of this bid, reports including but not limited to; usage, pricing, and delivery. Suppliers will be required to provide reports requested in hard copy and electronic format as required.

16. SUPPLIER ACCESSIBILITY

The City or its representative must be able to contact, during normal business hours, by telephone or email any supplier providing goods or services to the City or its agencies. Any supplier accessibility requirements outlined in the specifications supersede this section.

SPECIFICATIONS

GOLF CART LEASE FOR BENT CREEK GOLF COURSE

All items must MEET or EXCEED the specifications listed in the bid document.

1. All Vehicles must be new in running condition. The City of Jacksonville must have opportunity to inspect the fleet prior to delivery. Bidder will be responsible for repairs or replacement of any damages due to manufacturing defects.
2. Price must include all shipping/freight cost, return transportation cost, state and/or local taxes. No additional charges, fees or assessments are authorized. The bid price must be all inclusive.
3. Supply seventy-six (76) – 2023 Yamaha Drive2 EFI (Fleet) Golf Car or Equivalent Products with the following minimum specifications below:

    a) 357 cc Gas Engine
    b) Fully-Independent, Automotive-Style Front Suspension
    c) HybriCore Chassis
    d) Removable Modular Body Panels
    e) Wraparound Protection System w/ 5 MPH-Rated Bumpers
    f) Rack-and-Pinion Steering and Drum Brakes
    g) Automotive-Style Dash
    h) ClimaGuard Top with Dual Rain Gutters
    i) Single Sand Bottle w/ Handle, Driver Side & Passenger Side
    j) Custom Club Logo on Front of Car
    k) Black Club-Pro Bag Protector
    l) Adhesive Information Holder
    m) Information Holder
    n) Polycarbonate Clear, Hinged Windshield
    o) Number Decals (2 per car)
    p) Silver Aluminum Wheel Covers (4)
    q) Dual USB Charging Ports
    r) Six-Pack Insulated Cooler
    s) Sand Bucket
    t) Black Top
    u) Color: Choice of Metallic color