SUBJECT: REPAIR AND REPLACEMENT OF HEAVY OFF-ROAD & FARM EQUIPMENT TIRES

BID #: AD-0493-15 **OPEN DATE: 07/15/2015**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: FLEET MANAGEMENT

BASIS OF AWARD: BY GROUP TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 3 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to increase award to GCR Tires and Service in the amount of $10,000.00 for unanticipated repairs. Period of service remains July 15, 2016 through July 14, 2017. Total expenditure not to exceed $70,732.50.

Funding for this award to be encumbered by account AFFM511-04602 to be executed by purchase order.

Attachments: Recommendation Letter; E-Mail; Previous Awards; Tab Sheet; Basis of Award; Terms

Analyst: _____
STEVEN BURAKOWSKI

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: C.J. THOMPSON, CHIEF OF FLEET MANAGEMENT DIVISION

(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 _____

FINANCE AND ADMINSTRATION DEPARTMENT

FLEET MANAGEMENT DIVISION

Jacksonville

Where Florida Begins.

Date: May 12, 2017

To: Gregory Pease, Chief of Procurement Division

Thru: C. J. Thompson, Chief of Fleet Management Division

From: Erik Preacher, Fleet Management Division

Re: Recommendation to increase for AD-0493-15 Repair and Replacement of Heavy Off-Road and Farm Tires.

Fleet Management Division is requesting approval for increase in the amount of $10,000.00 for AD-0493-15 Repair and Replacement of Heavy Off-Road and Farm Tires to GCR Tires and Service. The increase is for unanticipated repairs.

Total amount of increase $10,000.00, with a total estimated expenditure not to exceed $70,732.50.

Funding source: AFFM511-04602 to be encumbered by Purchase Order.

Kurtz, Sheryl

From: Preacher, Erik
Sent: Friday, May 12, 2017 8:12 AM
To: Kurtz, Sheryl
Subject: MB Increase

Please request an increase in MB601166 in the amount of $10,000. To fund through renewal.

Erik Preacher
Fleet Financial Services Manager
City of Jacksonville
Fleet Management Division
2581 Commonwealth Ave
Jacksonville, FL 32254
Phone: 904-255-7434
Cell: 904-759-1035
Fax: 904-387-8904

Burakowski, Steven

From: Pearson, Daniel
Sent: Tuesday, May 16, 2017 2:04 PM
To: Kurtz, Sheryl
Cc: Freeman, Dustin; Burakowski, Steven
Subject: RE: AD-0493-15 Repair & Replacement of Heavy off Road Tires
Attachments: COJ (10).pdf

Thanks Sheryl, we'll process for GGAC next week. Please note we have a new Purchasing Manager, Dustin Freeman, and be sure to include him on any formal submittal requests.

Regards,

From: Kurtz, Sheryl
Sent: Tuesday, May 16, 2017 1:28 PM
To: Pearson, Daniel
Subject: RE: AD-0493-15 Repair & Replacement of Heavy off Road Tires

Yes, I should have noticed that.

Thank you,

Sheryl Kurtz
Equipment Procurement Coordinator
City of Jacksonville,
Fleet Management Division
Jacksonville, FL 32254
(904) 255-7465
(904) 381-4607 Fax

From: Pearson, Daniel
Sent: Tuesday, May 16, 2017 1:27 PM
To: Kurtz, Sheryl
Cc: Williams, Sharon
Subject: RE: AD-0493-15 Repair & Replacement of Heavy off Road Tires

Sheryl, this increase is now above the formal threshold. Do you wish to continue?

From: Kurtz, Sheryl
Sent: Tuesday, May 16, 2017 1:23 PM
To: Williams, Sharon
Cc: Pearson, Daniel
Subject: AD-0493-15 Repair & Replacement of Heavy off Road Tires

Sharon,

Please process this increase to AD-0493-15.

Thank you,

Fleet Management Division
2581 Commonwealth Ave
Jacksonville, FL 32254
Phone: 904-255-7434
Cell: 904-759-1035
Fax: 904-387-8904

-----Original Message-----
From: Fleet Services [mailto:P0405@coj.net]
Sent: Monday, June 22, 2015 10:45 AM
To: Preacher, Erik
Subject: Fleet Services Admin

Please open the attached document. It was scanned and sent to you using a Xerox WorkCentre. For more information on Xerox products and solutions, please visit http://www.xerox.com.

ADMINISTRATIVE AWARD
AD-0493-15

DESCRIPTION OF GOODS/SERVICES: Recommend approval of award increase to GCR Tires and Service in the amount of $15,000.00 for unanticipated repairs, for the current period of service thru July 14, 2017. Total estimated expenditure not to exceed $60,732.50.

Funding source: AFFM511-04602 to be encumbered by Purchase Order

FOR AGENCY/DEPARTMENT: Fleet Management Division

REQUISITION NUMBER: N/A

NUMBER FIRMS SOLICITED: N/A **NUMBER FIRMS BIDDING:** N/A

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION: N/A

RECOMMEND AWARD TO: GCR Tires and Service

CONCURRENCE BY: C.J. Thompson, Chief of Fleet Management Division

PRICE: **$60,732.50** **TERMS:** N/A

REASON FOR NOT ACCEPTING LOW BID: N/A

Sharon Williams
Buyer

Asst. Manager of Purchasing Services

4/28/17
Date

5/1/2017
Date

APPROVAL:

Gregory Pease, Chief, Procurement Division 5/1/17 **Date**

ADMINISTRATIVE AWARD
AD-0493-15

DESCRIPTION OF GOODS/SERVICES: Recommend approval to utilize the first renewal option with GCR Tire Company for the period of July 15, 2016 thru July 14, 2017, with one (1) renewal option remaining. All terms, conditions and pricing will remain the same as previously awarded.

Total expenditures for the first renewal period not to exceed $22,866.25. Total expenditures for this contract period not to exceed $45,732.50

FOR AGENCY/DEPARTMENT: FLEET MANAGEMENT

REQUISITION NUMBERS: N/A

NUMBER FIRMS SOLICITED: 3 **NUMBER FIRMS BIDDING:** 2

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION:

RECOMMEND AWARD TO: GCR TIRES AND SERVICE

CONCURRENCE BY: Crisencio Tongol, Fleet Management Administrator

PRICE: $45,732.50 **TERMS:** NET 30

REASON FOR NOT ACCEPTING LOW BID:

Buyer
03/08/16
Date

Sharon Bryant-Della
Asst. Manager Purchasing Services
3/8/16
Date

APPROVAL:

Gregory Peace, Chief, Procurement Division

3/10/16
Date

ADMINISTRATIVE AWARD
BID No.: AD-0493-15

DESCRIPTION OF GOODS/SERVICES: Recommend approval of award to the lowest responsive, responsible bidder GCR Tires and Service for Repair and Replacement of Heavy Off-Road and Farm Tires. Period of service is one (1) year from date of award with two (2) one (1) year renewal options with a 14% cap on markup. To be executed by Blanket Order. Total estimated expenditures not to exceed $22,866.25.

FOR AGENCY/DEPARTMENT: FLEET MANAGEMENT

REQUISITION NUMBERS:

NUMBER FIRMS SOLICITED: 3 **NUMBER FIRMS BIDDING:** 2

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION:

RECOMMEND AWARD TO: GCR TIRES AND SERVICE

CONCURRENCE BY: **Erik Preacher, Financial Manager**
Fleet Management Division

PRICE: $22,866.25 **TERMS:** NET 30

REASON FOR NOT ACCEPTING LOW BID:

Sharon Williams
Buyer

07/13/15
Date

Asst. Manager Purchasing Services

Date

APPROVAL:

Gregory Pease, Acting Chief, Procurement Division 7/15/15 **Date**

TITLE: REPAIR AND REPLACEMENT OF HEAVY OFF ROAD AND FARM TIRES

BID NO.: AD-0493-15

OPEN DATE:

BUYER: SHARON J. WILLIAMS

No. Invited: (3) No. Received (2) No Bids: ( )

Recorded By:

ITEM	DESCRIPTION	Est. Quantity of calls	GCR TIRES AND SERVICES UNIT PRICE	GCR TIRES AND SERVICES EXTENDED PRICE	TIRE CENTERS, LLC UNIT PRICE	TIRE CENTERS, LLC EXTENDED PRICE	UNIT PRICE	EXT PI
1	Service Call, Repair Regular Hours: Flate Rate Service call, no hourly rates Mileage of Fuel Surcharge.	75	$ 48.00	$ 3,600.00	$ 65.00	$ 4,875.00		
2	Service Call Repair after hours: Flat Rate, no hourly rates Mileage or Fuel Charge	25	$ 55.00	$ 1,375.00	$ 90.00	$ 2,250.00		
3	Service Call replacement . Regular Hours: Flate rate includes trip to Fleet Management - Vendor to pick up tire	75	$ 52.50	$ 3,937.50	$ 65.00	$ 4,875.00		
4	Service call Replacement, after hours: Flat rate, includes trip to Fleet Management - Vendor to pick up tire	25	$ 65.00	$ 1,625.00	$ 90.00	$ 2,250.00		
5	Out or county Up Charge	25	$ 20.00	$ 500.00	$ 30.00	$ 750.00		
6	Flat Repairs size 1; patch or plug tire sizes include: 1200x20 and under.	75	$ 32.00	$ 2,400.00	$ 13.00	$ 975.00		
7	Flat Repairs size 2; patch or plug tire sizes include: 1200x24 through 23.5x25	25	$ 50.00	$ 1,250.00	$ 24.00	$ 600.00		
8	Flat repair (boot): price per inch. Note includes all materials required to repair tire	60	$ 1.75	$ 105.00	$ 29.00	$ 1,740.00		
9	Mount and dismount 1: mounting and dismounting the tire. Sizes include 1200x20 and under	75	$ 30.00	$ 2,250.00	$ 35.00	$ 2,625.00		
10	Mount and dismount 1: mounting and dismounting the tire. Sizes include 1200x24 through 23.5x25	25	$ 32.50	$ 812.50	$ 70.00	$ 1,750.00		
11	Valve (Small Bore)	25	$ 7.00	$ 175.00	$ 7.00	$ 175.00		
12	Valve (9 Bid Bore)	75	$ 14.50	$ 1,087.50	$ 13.00	$ 975.00		
13	O-Rings: flat tire rate any size	25	$ 14.95	$ 373.75	$ 7.00	$ 175.00		
14	Tube small: 1200x20 and under	25	$ 35.00	$ 875.00	$ 26.00	$ 650.00		
15	Tube mediums 12.00x20 and under	25	$ 45.00	$ 1,125.00	$ 80.00	$ 2,000.00		
16	Tube Large: 21124 and up	25	$ 55.00	$ 1,375.00	$ 90.00	$ 2,250.00		
	GRAND TOTAL			$ 22,866.25		**$ 28,915.00**		
17	AWARDED VENDOR MUST SUBMIT A COPY OF THE INVOICES FROM WHERE THEY PURCHASED THE TIRES AND ALSO SUBMIT THEIR INVOICE SHOWING THE PERCENTAGE MARKUP AS LISTED ON THIS BID PROPOSAL FORM: NOTE	40	MARK UP %	14%	MARK UP %	12%		

TERMS AND CONDITIONS

HEAVY OFF ROAD & FARM EQUIPMENT TIRES

SCOPE

The Fleet Management Division of the City of Jacksonville, Florida is currently accepting bids to obtain source(s) of supply for the item(s) / service(s) 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 items and to obtain pricing commitments for Repair and Replacement of Heavy Off Road & Farm Equipment Tires as listed in the bid documents.

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.

TERM OF AGREEMENT

The term of this agreement is for a period of service one year from date of award, with two (2) one (1) year renewal options. Renewal Options may be exercised at the discretion of the City based on supplier performance and adherence to the terms and condition set forth in the bid documents.

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).

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 purchase more than the estimated quantities listed or not to make any purchase against this bid if it so deems necessary anytime during the contract period.

The City of Jacksonville reserves the right to add or delete vehicles and options as necessary during the contract period.

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.

PRICES

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

DELIVERY

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.

TERMS AND CONDITIONS

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.

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, 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 to: Fleet Mgmt, 2581 Commonwealth Avenue, Jacksonville, Florida 32254, Attn: David Hylazewski

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. The awarded vendor will be required to submit the copy of insurance certificate within ten (10) days from date of receipt of award notice. Bid number should be listed on certificate.

QWS3270X 5/20/2017 2:29 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 05/20/2017
LINK TO: ACCOUNT SUMMARY INQUIRY 2:29 PM

FISCAL MO/YEAR : 08 2017 CURRENCY CODE :
INDEX CODE : AFFM511 FLEET MGMT - OPERATIONS
SUBOBJECT : 04602 SUBLET REPAIRS-MOTOR POOL ONLY
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	MAY 2017	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	3,218,363.93	3,218,363.93
EXPENDITURES	150,535.42	1,901,421.79	1,901,421.79
ENCUMBRANCES	9,918.60	842,945.63	842,945.63
PRE-ENCUMBRANCES	30,425.00	426,848.00	426,848.00
REMAINING BALANCE	-190,879.02	47,148.51	47,148.51

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO

G014 - RECORD FOUND