**SUBJECT: Recapping of Tires**

**BID #:** SC-0491-18 **OPEN DATE: 6/27/18**

**GENERAL GOVERNMENT AWARDS COMMITTEE**

**KIND AND BASIS OF CONTRACT:** SERVICE CONTRACT – August 24, 2018 through August 23, 2019 with two (2) one (1) year renewal options.

**AGENCY:** Fleet Management Division

**BASIS OF AWARD:** All or None to the lowest responsive, responsible bidder

**NUMBER OF BIDS INVITED:** 9 **NUMBER RECEIVED:** 5 **OTHER:** 0

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**
Recommend approval to utilize the first of two (2) renewal options with Earl Colvard, Inc. DBA Boulevard Tire Center. Period of service is from August 24, 2019 through August 23, 2020. Total revised estimated expenditure amount is $98,953.14, for a total expenditure amount not to exceed $197,906.28.

Funding Source: AFFM511-04602 – To be encumbered by purchase order

Attachments: Recommendation Memo, Tabulation and Terms and Conditions

**Analyst:** _____
Annette Burney

**RESPECTFULLY SUBMITTED:** _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

**CONCURRENCE BY:** Crisencio Tongol, Chief, Fleet Management Division

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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 _____

FINANCE AND ADMINSTRATION DEPARTMENT

FLEET MANAGEMENT DIVISION

Jacksonville

Where Florida Begins.

Date: August 15, 2019

To: Gregory Pease, Chief of Procurement Division

Thru: Cris Tongol, Chief of Fleet Management Division

From: Erik Preacher, Fleet Financial Services Manager

Re: Recommendation of 1st Renewal SC-0491-18 Recapping of Tires

Fleet Management Division is requesting to utilize the First (1st) renewal option for SC-0491-18 Recapping of Tires. Period of Service is August 24, 2019 through August 23, 2020, with one (1) remaining renewal option. Estimated amount of annual expenditure is $98,953.14. Total expenditure not to exceed $197,906.28.

Funding Source: AFFM511-04602

2581 Commonwealth Ave Jacksonville, FL 32254 Phone 904.255.7499 Fax 904.381.4607 www.coj.net

## Kurtz, Sheryl

**From:** Mike Drungell <mdrungell@boulevardtire.com>
**Sent:** Wednesday, August 14, 2019 1:23 PM
**To:** Kurtz, Sheryl
**Subject:** RE: 1st Renewal SC-0491-18 Recapping of Tires

**EXTERNAL EMAIL: This email originated from a non-COJ email address. Do not click any links or open any attachments unless you trust the sender and know the content is safe.**

We will continue with the contract under the same contract and conditions.

Respectfully,

Michael Drungell
Manage of Commercial Operations
Boulevard Tire Center

**From:** Kurtz, Sheryl [mailto:SKURTZ@coj.net]
**Sent:** Wednesday, August 14, 2019 1:09 PM
**To:** Mike Drungell <mdrungell@boulevardtire.com>; graccicot@boulevardtire.com; Brenda Cooke <bcooke@boulevardtire.com>; Rick O'Neill <roneill@boulevardtire.com>
**Subject:** RE: 1st Renewal SC-0491-18 Recapping of Tires

Yes, I can except an email for renewal. Please confirm that Boulevard Tire will renew for FY20 with the same terms, conditions and pricing as originally bid.

Thank you,

Sheryl Kurtz
City of Jacksonville
Equipment Procurement Coordinator
Skurtz@coj.net
904-255-7465

**From:** Mike Drungell [mailto:mdrungell@boulevardtire.com]
**Sent:** Wednesday, August 14, 2019 1:04 PM
**To:** Kurtz, Sheryl; graccicot@boulevardtire.com; Brenda Cooke; Rick O'Neill
**Subject:** Re: 1st Renewal SC-0491-18 Recapping of Tires

**EXTERNAL EMAIL: This email originated from a non-COJ email address. Do not click any links or open any attachments unless you trust the sender and know the content is safe.**

Good afternoon Sheryl,

My name is Michael Drungell, I manage the locations for Boulevard Tire

We will extend the contract for another year.

Can you accept this email or do you need a letter?

Thank you,

Michael

Sent from my iPhone

On Aug 13, 2019, at 9:15 AM, Kurtz, Sheryl <SKURTZ@coj.net> wrote:

Good Morning,

I am just checking with you to see if you plan to renew bid SC-0491-18. We spoke a few weeks back about the issue with the emails not getting to you, but I thought the issue was solved. The following is information about the renewal process.

# RENEWAL OPTION NOTIFICATION

Dear Vendor,

The above listed Bid is due for renewal on August 23, 2019. As stated in the bid, this contract may be extended for an additional one (1) year renewal option at the discretion of the City, based on vendor performance and adherence to price, terms and conditions of the bid.

The City of Jacksonville would like to offer the First (1st) option for the period of August 24, 2019 through August 23, 2020, with one remaining renewal period.. If your company opts to use the renewal option, please submit a written agreement to exercise the renewal option. Please include bid number, agreement under to the same terms, conditions and pricing as original bid in the memo.

If you opt not to use the renewal option, please submit a letter stating the action desired. To have adequate time to renew or re-bid this project, all documents must be submitted no less than **thirty days** prior to the deadline date stated above.

Please do not hesitate to contact me at (904) 255-7465, if you have any questions or need additional information regarding the renewal process. If you scroll down you will see your memo from the first renewal.

Thank you,

Sheryl Kurtz
City of Jacksonville
Equipment Procurement Coordinator
Skurtz@coj.net
904-255-7465

**SUBJECT: Recapping of Tires**

**BID #:** SC-0491-18 **OPEN DATE: 6/27/18**

**GENERAL GOVERNMENT AWARDS COMMITTEE**

**KIND AND BASIS OF CONTRACT:** SERVICE CONTRACT – August 24, 2018 through August 23, 2019 with two (2) one (1) year renewal options.

**AGENCY:** Fleet Management Division

**BASIS OF AWARD:** All or None to the lowest responsive, responsible bidder

**NUMBER OF BIDS INVITED:** 9 **NUMBER RECEIVED:** 5 **OTHER:** 0

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**
Recommend approval of award to the lowest responsive, responsible bidder, Earl Colvard, Inc. DBA Boulevard Tire Center for the period of August 24, 2018 through August 23, 2019 with two (2) one (1) year renewal options. Total expenditure amount is $98,953.14.

Funding Source: AFFM511-04602 – To be encumbered by purchase order

Attachments: Recommendation Memo, Tabulation and Terms and Conditions

Analyst: Annette Burney

**RESPECTFULLY SUBMITTED:** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

**CONCURRENCE BY:** Crisencio Tongol, Chief, Fleet Management Division

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 7/12/18

OTHER:

**ACTION OF AWARDING AUTHORITY** DATE 7/17/18

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No 2015-05