**SUBJECT:** Purchase of 16-Passenger Buses with Wheelchair Access

**BID #:** SC-0302-19 **OPEN DATE:** 2/13/19

**GENERAL GOVERNMENT AWARDS COMMITTEE**

**KIND AND BASIS OF CONTRACT:** Date of award through September 30, 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:** 5 **NUMBER RECEIVED:** 2 **OTHER:** 2

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**

Recommend approval to utilize the first of two (2) renewal options with Nations Bus Sales. Period of service is from October 1, 2019 through September 30, 2020. Total revised estimated expenditure amount is $463,655.48 (to include an increase of $756.00 or $189.00/bus), for an expenditure amount not to exceed $926,551.48.

Funding Source: AFFM513-06401 – To be encumbered by purchase order

Attachments: Recommendation Memo, Tabulation, Rejection Letter and Terms and Conditions

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2019. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

**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 12, 2019

To: Gregory Pease, Chief of Procurement Division

Thru: Cris Tongol, Fleet Management Administrator

From: David Hylazewski, Equipment Control Administrator DH

Re: Recommendation to utilize the First (1st) Renewal option for SC-0302-19 (16) Passenger Bus

Fleet Management is requesting approval to utilize the First (1st) renewal option for the period of October 1, 2019 through September 30, 2020, with one renewal option remaining. All terms, conditions will remain the same as previously awarded. Pricing will have a $189.87 increase per Passenger Bus in accordance with attached vendor memo.

Total expenditures for the Second renewal period not to exceed $463,655.48. Total expenditure for the contract period not to exceed $926,551.48.

AFFM513-06401 will be utilized for these purchases.

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2019. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

NATIONS BUS SALES

TRUSTED COAST TO COAST

August 9, 2019

Sheryl Kurtz
City of Jacksonville
Equipment Procurement Coordinator

Re: SC-0302-19 1st renewal option

Dear Ms. Kurtz:

Nations Bus would like to exercise the 1st renewal option to the above referenced contract, with a request for PPI increase of $ 189.87, as allowed for in the contract.

Please see below the calculations for the increase, utilizing commodity series index number PCU3362113362117, which is the index utilized by FDOT in their bus contract renewal calculations. I have included values from the Bureau of Labor and Statistics for February, the month the contract was established, and July, the latest month for which values are available, as separate attachments.

| | |
|---|---|
| PPI Feb (month of award) | 121.9 |
| PPI July (latest available) | 122.1 |
| Change (increase) | .2 |
| Per cent change | .2/121.9= .00164069 or .16 % |
| Increase | $ 115,724.00 (cost of bus) * .00164069 (PPI % increase) = **$ 189.87** |

We appreciate the opportunity to do business with the City, and thank you for your continued confidence in us.

If you have any questions or discussion, please feel free to reach out.

Respectfully,

NATIONS BUS SALES

David Morris
Transit Sales Manager, Nations Bus

p: m:
e: w:
a:

## PPI Industry Data
## Original Data Value

| | |
|---|---|
| **Series Id:** | PCU3362113362117 |
| **Series Title:** | PPI industry data for Motor vehicle body mfg-Buses and |
| **Industry:** | Motor vehicle body mfg |
| **Product:** | Buses and firefighting vehicles, complete, produced on |
| **Base Date:** | 200812 |
| **Years:** | 2019 to 2019 |

| Year | Feb |
|---|---|
| 2019 | 121.9 |

## PPI Industry Data
## Original Data Value

| | |
|---|---|
| **Series Id:** | PCU3362113362117 |
| **Series Title:** | PPI industry data for Motor vehicle body mfg-Buses and |
| **Industry:** | Motor vehicle body mfg |
| **Product:** | Buses and firefighting vehicles, complete, produced on |
| **Base Date:** | 200812 |
| **Years:** | 2019 to 2019 |

| Year | Jul |
|---|---|
| 2019 | 122.1 |

**SUBJECT:** Purchase of 16-Passenger Buses with Wheelchair Access

**BID #:** SC-0302-19 **OPEN DATE:** 2/13/19

**GENERAL GOVERNMENT AWARDS COMMITTEE**

**KIND AND BASIS OF CONTRACT:** Date of award through September 30, 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:** 5 **NUMBER RECEIVED:** 2 **OTHER:** 2

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**
Recommend approval to reject Creative Bus Sales, Inc. due to the submission of multiple offers.

Recommend approval of award to the lowest responsive, responsible bidder, Nations Bus Sales for the purchase of "as equal" brand 2019 Champion Defender Buses (Freightliner S2C Chassis). Period of service is from date of award through September 30, 2019 with two (2) one (1) year renewal options. Total expenditure amount of $462,896.00.

Funding Source: AFFM513-06401 – To be encumbered by purchase order

Attachments: Recommendation Memo, Tabulation, Rejection Letter 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: 2/25/19

OTHER:

**ACTION OF AWARDING AUTHORITY** DATE 2/25/19

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

TITLE: Purchase of 16-Passenger Buses with Wheelchair Access

BID NO.: SC-0302-19

OPEN DATE: February 13, 2019 @ 2 p.m.

ANALYST: ANNETTE BURNEY

No. Invited: ( 5 ) No. Received ( 2 ) No Bids: ( 2 )

Recorded By: Renata Barnett Announcer: Doug Nelson

| ITEM | DESCRIPTION | EST. QTY | UNIT | Nations Bus Corporation UNIT PRICE | Nations Bus Corporation EXTENDED TOTAL | Creative Bus Sales, Inc. UNIT PRICE | Creative Bus Sales, Inc. EXTENDED TOTAL | UNIT PRICE | EXTENDED TOTAL |
|---|---|---|---|---|---|---|---|---|---|
| 1 | 16-Passenger Buses withAccess for Two (2) Wheelchair Positions | 4 | EA | $ 115,724.00 | $ 462,896.00 | | $ - | | $ - |
| Equivalent Brand Offered | | | | 2019 Champion Defender (Freightliner S2C Chassis) | | Reject/Submitted multiple offers | | | |
| Total Price : | | | | $ 462,896.00 | | $ - | | $ - | |
| TERMS: | | | | N/A | | | | | |
| DELIVERY (Business Days): | | | | 120 | | | | | |
| CONFLICT OF INTEREST: | | | | Y | | | | | |
| ADDENDUM( 2 ): | | | | Y | | | | | |

# TERMS AND CONDITIONS

1. SCOPE

The Fleet Management Division of the City of Jacksonville, Florida is currently accepting bids to obtain source (s) of supply for the services 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 the **Purchase of 16-Passenger Buses with Wheelchair Access** 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.

3. TERM OF AGREEMENT

The term of this agreement is from date of award through **September 30, 2019 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 conditions set forth in the bid documents.

4. PRE-BID CONFERENCE

Not Applicable.

5. 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).

6. 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 items and options as necessary during the contract period.

7. PRICES

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

8. 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.

9. 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.

10. PICK UP AND RETURNS

COJ will have 48 hours to inspect all vehicles delivered. COJ will use the same form the vendor is required to use. Any vehicles with discrepancies will be picked up within 24 hours and returned immediately or the vendor can send a technician to COJ Fleet Management to correct the discrepancy within 24 hours. The vendor will repair and return any vehicles picked up at Fleet before delivery of additional vehicles. This return and repair will not relieve the vendor of their monthly requirements.

11. COMPLIANCE WITH SPECIFICATIONS

The bidder, by affixing their signature to the bid form submitted, agrees to provide items(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.

12. 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 outlines in the specifications supersede this section.

13. 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.

14. 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 the 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.

15. 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. **A copy of the insurance certificate must be submitted within ten (10) days of award notice.** Bid number should be listed on the insurance certificate.