SUBJECT: COLLISION REPAIR, PAINT AND DENT REMOVAL SERVICES

BID #: SC-0491-16 **OPEN DATE: 2016-06-15**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – AUGUST 3, 2016 THROUGH SEPTEMBER 30, 2017 WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: FLEET MANAGEMENT DIVISION

BASIS OF AWARD: LOWEST RESPONSIVE, RESPONSIBLE BIDDER - BY GROUP

NUMBER OF BIDS INVITED: 14 **NUMBER RECEIVED:** 6 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the first of two (2) renewal options with the contractors listed below. Period of service is from October 1, 2017 through September 30, 2018. Total revised estimated annual expenditure amount is $521,400.00, for an expenditure amount not to exceed $1,090,800.00.

Coggin Collision – Primary Vendor - Groups 1, 2 & 4 - $120,000.00, not to exceed $250,000.00
Dent Wizard, Inc. – Group 6 - $91,400.00, not to exceed $195,800.00
D.J. Auto Body LLC. – Group 3 - $170,000.00, not to exceed $352,000.00
North Florida Lincoln – Secondary Vendor - Group 2 - $30,000.00, not to exceed $73,000.00
Universal Body Company – Group 5 - $100,000.00 & Secondary Vendor - Group 1 - $10,000.00, not to exceed $220,000.00

Funding Source: AFFM511-04601 – To be encumbered by purchase order

Attachments: Recommendation Memo and Previous Award

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2017. 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: C.J. Thompson, 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 _____

FINACE AND ADMINISTRATION DEPARTMENT

FLEET MANAGEMENT DIVISION

Jacksonville

Where Florida Begins.

Date: August 30, 2017

To: Gregory Pease, Chief of Procurement Division

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

From: Erik Preacher, Fleet Financial Services Manager

Re: Recommendation of award for First (1st) renewal option for SC-0491-16 Collision Repair, Paint & Dent Removal Services

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Fleet Management Division is requesting approval of award the first (1st) renewal for SC-0491-16 Collision Repair, Paint & Dent Removal Service by group to the lowest responsive, responsible bidder. Period of service is October 1, 2017 through September 30, 2018, with one (1) renewal option.

Group 1: Primary vendor: Coggin Collision with an annual estimated expenditure of $40,000.00. Secondary Vendor: Universal Body Company with an annual estimated expenditure of $10,000.00.
Group 2: Primary Vendor: Coggin Collision with an annual estimated expenditure of $40,000.00. Secondary Vendor: North Florida Lincoln with an annual estimated expenditure of $30,000.00.
Group 3: Primary Vendor: D.J. Auto Body LLC with an annual estimated expenditure of $170,000.00. No Secondary Vendor.
Group 4: Primary Vendor: Coggin Collision with an annual estimated expenditure of $40,000.00. No Secondary Vendor.
Group 5: Primary Vendor: Universal Body Company with an annual estimated expenditure of $100,000.00. No Secondary Vendor.
Group 6: Primary Vendor: Dent Wizard Inc. with an annual estimated expenditure of $91,400.00. No ~~Primary~~ Vendor.

Total estimated annual expenditure is ~~$531,400.00~~. $521,400.00
Funding Source: AFFM511-04601 - $431,400.00
AFFM511-04602 - $100,000.00

Jacksonville
Where Florida Begins.

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2017. 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.

SC-0491-16	By Group	Award Amt.	Amendment	Amendment	Amendment	Revised Ann.	First Renewal	Total Exp./Vendor
Date		7/28/2016	2/9/2017	7/15/2017	Pending (9/21)		Pending 9/21	
Coggin Collision	1,2,4	$ 130,000.00				$ 130,000.00	$ 120,000.00	$ 250,000.00
D.J. Auto Body	3	$ 170,000.00			$ 12,000.00	$ 182,000.00	$ 170,000.00	$ 352,000.00
Dent Wizard	6	$ 41,400.00	$ 50,000.00		$ 13,000.00	$ 104,400.00	$ 91,400.00	$195,800.00
North Florida Lincoln	Secondary Group 2	$ 10,000.00		$ 20,000.00	$ 13,000.00	$ 43,000.00	$ 30,000.00	$ 73,000.00
Universal Body	Secondary Group 1 Primary Group 5	$ 110,000.00				$ 110,000.00	$ 110,000.00	$ 220,000.00
NTE		$ 461,400.00	$ 511,400.00	$ 531,400.00	$ 557,400.00	$ 569,400.00	$ 521,400.00	$ 1,090,800.00

Kurtz, Sheryl

From: Harper, Wendell <wharper@lynchauto.com>
Sent: Friday, July 07, 2017 1:46 PM
To: Kurtz, Sheryl
Subject: RE: SC-0491-16 Collision Repair, Paint and Removal Services - 1st Renewal option

I agree to a renewal at the same terms and conditions of the original bid. Bid#SC-0491-16.

Thanks
Wendell Harper
North Florida Lincoln
Jacksonville Fl 32216

From: Kurtz, Sheryl [mailto:SKURTZ@coj.net]
Sent: Thursday, June 08, 2017 9:11 AM
To: Harper, Wendell
Subject: SC-0491-16 Collision Repair, Paint and Removal Services - 1st Renewal option

RENEWAL OPTION NOTIFICATION

Dear Vendor:

The above listed Bid is due for renewal on October 1, 2017. 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 second (1st) renewal option for the period of October 1, 2017 through September 30, 2018, Group 2, Secondary vendor. 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.

Thank you,

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

8/8/2017

TO WHOM IT MAY CONCERN,

D.J.'S AUTO BODY LLC WISHES TO USE THE RENEWAL OPTION FOR BID # SC-0491-16. ALL TERMS CONDITIONS AND PRICING SHALL REMAIN THE SAME.

THANK YOU,

STEPHEN HARRIS (OWNER)

Kurtz, Sheryl

From: Maxfield, Shawn (DWIZ) <Shawn.Maxfield@dentwizard.com>
Sent: Tuesday, August 29, 2017 8:46 AM
To: Kurtz, Sheryl
Subject: Re: SC-0491-16 Collision Repair, Paint and Removal Services - 1st Renewal option - 2nd request

Good Morning Sheryl
Yes I would like to renew for another year. What is required on my end to do so?

Shawn Maxfield
Dent Wizard Operations Manager
Jacksonville/Daytona
904-556-9046

On Aug 29, 2017, at 7:40 AM, Kurtz, Sheryl <SKURTZ@coj.net> wrote:

> Please let me know as soon as possible if you wish to renew for another year. See below.
>
> Thank you,
>
> Sheryl Kurtz
> Equipment Procurement Coordinator
> City of Jacksonville,
> Fleet Management Division
> Jacksonville, FL 32254
> (904) 255-7465
> (904) 381-4607 Fax
>
> **From:** Kurtz, Sheryl
> **Sent:** Thursday, June 08, 2017 9:33 AM
> **To:** shawn.maxfield@dentwizard.com
> **Cc:** jamie.armstrong@dentwizard.com
> **Subject:** SC-0491-16 Collision Repair, Paint and Removal Services - 1st Renewal option

RENEWAL OPTION NOTIFICATION

Dear Vendor:

The above listed Bid is due for renewal on October 1, 2017. 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 second (1st) renewal option for the period of October 1, 2017 through September 30, 2018, Group 6. 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.

MV #00981
PHONES
(904) 355-3636 / 355-3637
FAX (904) 355-4300

UNIVERSAL
BODY COMPANY

1136 E. 9TH STREET
JACKSONVILLE, FLORIDA

Sheryl Kurtz
City of Jacksonville
Fleet Management

Re: Bid Renewal (SC-0491-16)

Universal Body Company, Inc. would like to renew our bid (SC-0491-16) with the city, with no changes. Please let me know that you received this response. Thank you for this opportunity. If we need to do anything else, please let me know.

Thank you for your business,

Donald R. Allen
President

SUBJECT: COLLISION REPAIR, PAINT AND DENT REMOVAL SERVICES

BID #: SC-0491-16 **OPEN DATE: 2016-06-15**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – AUGUST 3, 2016 THROUGH SEPTEMBER 30, 2017 WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: FLEET MANAGEMENT DIVISION

BASIS OF AWARD: LOWEST RESPONSIVE, RESPONSIBLE BIDDER- BY GROUP

NUMBER OF BIDS INVITED: 14 **NUMBER RECEIVED:** 6 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with North Florida Lincoln in the amount of $20,000.00 for Group 2 for the period ending September 30, 2017. Total revised not to exceed expenditure in the amount of $531,400.00.

North Florida Lincoln – Secondary Vendor - Group 2 - $10,000.00, not to exceed $30,000.00

Funding remains unchanged for:
Dent Wizard, Inc. – Group 6 - $91,400.00
Coggin Collision – Primary Vendor - Groups 1, 2 & 4 - $130,000.00
D.J. Auto Body LLC. – Group 3 - $170,000.00
Universal Body Company – Group 5 & Secondary Vendor - Group 1 - $110,000.00

Funding Source: AFFM511-04601 – To be encumbered by purchase order

Attachments: Recommendation Memo and Previous Award

ANALYST: Annette Burney **RESPECTFULLY SUBMITTED:** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: C.J. Thompson, Chief of 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: 7/14/17

OTHER:

ACTION OF AWARDING AUTHORITY DATE 7/15/17

APPROVED DISAPPROVED

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

OTHER

SIGNATURE OF AUTHENTICATION

SUBJECT: COLLISION REPAIR, PAINT AND DENT REMOVAL SERVICES

BID #: SC-0491-16

OPEN DATE: 2016-06-15

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – AUGUST 3, 2016 THROUGH SEPTEMBER 30, 2017 WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: FLEET MANAGEMENT DIVISION

BASIS OF AWARD: LOWEST RESPONSIVE, RESPONSIBLE BIDDER- BY GROUP

NUMBER OF BIDS INVITED: 14 **NUMBER RECEIVED:** 6 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with Dent Wizard, Inc. in the amount of $50,000.00 for Group 6 for the period ending September 30, 2017. Total revised not to exceed expenditure in the amount of $511,400.00.

Dent Wizard, Inc. – Group 6 - $41,400.00, total not to exceed $91,400.00

Funding remains unchanged for:
Coggin Collision – Primary Vendor - Groups 1, 2 & 4 - $130,000.00
North Florida Lincoln – Secondary Vendor - Group 2 - $10,000.00
D.J. Auto Body LLC. – Group 3 - $170,000.00
Universal Body Company – Group 5 & Secondary Vendor - Group 1 - $110,000.00

Funding Source: AFFM511-04601 – To be encumbered by purchase order

Attachments: Recommendation Memo and Previous Award

ANALYST: Annette Burney

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: C.J. Thompson, Chief of 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: 2/09/17

Teresa R Eidson

OTHER:

ACTION OF AWARDING AUTHORITY DATE 2/09/17

APPROVED

DISAPPROVED

OTHER

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

SIGNATURE OF AUTHENTICATION

SUBJECT: COLLISION REPAIR, PAINT AND DENT REMOVAL SERVICES

BID #: SC-0491-16

OPEN DATE: 2016-06-15

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – AUGUST 3, 2016 THROUGH SEPTEMBER 30, 2017 WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: FLEET MANAGEMENT DIVISION

BASIS OF AWARD: LOWEST RESPONSIVE, RESPONSIBLE BIDDER- BY GROUP

NUMBER OF BIDS INVITED: 14 NUMBER RECEIVED: 6 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to reject Star Automotive, Inc. for failing to sign the Bid Form for this project as required in the Supplemental Conditions.

Coggin Collision failed to submit a list of facilities with their bid submission for Groups 2 and 4 as stated in the specifications for this project but was later confirmed by Procurement and determined to be in the best interest of the City to waive the technicality as a minor irregularity.

Recommend approval of award to the lowest responsive, responsible bidders as followed below, with secondary vendors for Groups 1 and 2. Period of service is August 3, 2016 through September 30, 2017 with two (2) one (1) year renewal options. Total not-to-exceed amount of $461,400.00.

- Coggin Collision – Group 1 (Primary Vendor), Group 2 (Primary Vendor) & Group 4 - $130,000.00
- North Florida Lincoln – Group 2 (Secondary Vendor) - $~~10,000.00~~ 30,000
- D.J. Auto Body LLC. – Group 3 - $170,000.00
- Universal Body Company – Group 1 (Secondary Vendor) & Group 5 - $110,000.00
- Dent Wizard, Inc. – Group 6 - $91,400.00

Funding for this award to be encumbered by accounts and to be executed by purchase order(s):
AFFM511-04601 - $361,400.00
AFFM511-04602 - $100,000.00

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

ANALYST: CHELSEY RENFROE

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 3 MEMBERS DISAPPROVING Ø DATE 7-28-16

OTHER

ACTION OF AWARDING AUTHORITY DATE

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

QWS3270X 9/18/2017 5:04 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 09/18/2017
LINK TO: ACCOUNT SUMMARY INQUIRY 5:04 PM

FISCAL MO/YEAR : 12 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	SEPT 2017	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	3,389,567.17	3,389,567.17
EXPENDITURES	38,398.76	2,629,358.39	2,629,358.39
ENCUMBRANCES	-141,820.73	233,710.79	233,710.79
PRE-ENCUMBRANCES	.00	392,594.95	392,594.95
REMAINING BALANCE	103,421.97	133,903.04	133,903.04

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

G014 - RECORD FOUND

QWS3270X 9/18/2017 5:31 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 09/18/2017
LINK TO: ACCOUNT SUMMARY INQUIRY 5:31 PM

FISCAL MO/YEAR : 12 2017 CURRENCY CODE :
INDEX CODE : AFFM511 FLEET MGMT - OPERATIONS
SUBOBJECT : 04601 SUBLET ACCIDENTS-MOTOR POOL ONLY
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	SEPT 2017	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	670,000.00	670,000.00
EXPENDITURES	615.80	266,118.11	266,118.11
ENCUMBRANCES	19,178.01	360,362.70	360,362.70
PRE-ENCUMBRANCES	.00	.00	.00
REMAINING BALANCE	-19,793.81	43,519.19	43,519.19

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

G014 - RECORD FOUND