SUBJECT: Countywide Wrecker Service

BID #: SC-0261-21 **OPEN DATE: 9/16/2020**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Date of award through September 30, 2021 with two (2) one (1) year renewal options

AGENCY: Fleet Management

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

NUMBER OF BIDS INVITED: (7) **NUMBER RECEIVED:** (4) **OTHER** (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to waive as a minor irregularity addendum 1, which was not included with the bids received from Legit Partners, Inc. dba Deeway Towing & Storage and ASAP Towing & Storage Company, Inc. The addendum has been received from both bidders. Recommend approval of award to the lowest responsive, responsible bidders by group as listed below to provide wrecker services for the City. Period of service is from date of award through September 30, 2021 in the total expenditure amount not to exceed $101,000.00.

Legit Partners, Inc. dba Deeway Towing & Storage - Group 1 - $51,000.00

ASAP Towing & Storage Company, Inc. - Group 2, 3 & 4 – $50,000.00

Funding Source: 51101.114005.546020.000000.00000500.00000.0000000 – To be encumbered by purchase order

Attachments: Recommendation Memo, Tabulation and Terms and Conditions

ANALYST: _____ **RESPECTFULLY SUBMITTED** _____
Annette Burney

GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Crisencio Tongol, Chief, 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: October 2, 2020

To: Gregory Pease, Chief of Procurement Division

Thru: Cris Mongol, Fleet Management Administrator

From: Erik Preacher, Fleet Management Administrator

Re: Recommendation of Award SC-0261-21 Countywide Wrecker Service

Fleet Management request approval of award to the lowest responsive, responsible bidder by Group. Period of service is Date of Award through September 30, 2021, with two (2) one (1) year renewal options. Estimated amount of expenditure is $ 101,000.00

Group 1: DeeWay Towing & Storage in the amount of $51,000.00
Group 2,3,4: ASAP Towing & Storage Co., Inc. in the amount of $50,000.00

Funding Source: 51101.114005.546020.000000.00000500.00000 to be encumbered by purchase order

2581 Commonwealth Ave. Jacksonville, FL 32254 Phone: 904.255-7499 Fax: 904.381.4607 www.coj.net

BID TABULATION SHEET

TITLE: COUNTYWIDE WRECKER SERVICE
BID NO.: SC-0261-21
OPEN DATE: 9/16/20 @ 2:00 P.M.
ANALYST: ANNETTE BURNEY
No. Invited: (7) No. Received (4) No Bids: (0)
RECORDED BY: Renata Barnett ANNOUNCER: Sokkhar Muon

ITEM	DESCRIPTION	QTY	ASAP Towing & Storage Co., Inc.		Legit Partners, Inc. dba Deeway Towing & Storage		Southern Wrecker & Recovery		Southern Crane & Wrecker	
			UNIT PRICE	EXT. TOTAL	UNIT PRICE	EXT. TOTAL	UNIT PRICE	EXT. TOTAL	UNIT PRICE	EXT. TOTAL
1	GROUP 1 - LIGHT EQUIPMENT	750	$ 95.00	$ 71,250.00	$ 70.00	$ 52,500.00	$ 89.00	$ 66,750.00	$ 125.00	$ 93,750.00
2	GROUP 2 - MEDIUM EQUIPMENT	500	$ 175.00	$ 87,500.00	NO BID		$ 189.00	$ 94,500.00	$ 199.00	$ 99,500.00
3	GROUP 3 - HEAVY EQUIPMENT	100	$ 224.00	$ 22,400.00	NO BID		$ 397.00	$ 39,700.00	$ 250.00	$ 25,000.00
4	GROUP 4 - LOADED GARBAGE PACKERS	100	$ 474.25	$ 47,425.00	NO BID		$ 750.00	$ 75,000.00	$ 600.00	$ 60,000.00
		GRAND TOTAL:	$	228,575.00	$	52,500.00	$	275,950.00	$	278,250.00

ADDITIONAL FEES

4	ADDITIONAL CHARGE FOR EACH MILE TRAVELED OUTSIDE OF DUVAL COUNTY	1 PER MILE	$5.50	$3.25	$4.00	$3.00
5	CANCELLATION CHARGE	1 FEE	$85.00	$70.00	$175.00	$65.00
6	UNUSUAL SITUATION PER HOUR	1 PER HOUR	$275.00	$100.00	$315.00	$250.00
		TERMS:	Net 30 Days	Net 30 Days	N/S	N/S
		DELIVERY:	N/S	N/S	N/S	N/S
		CONFLICT OF INTEREST:	Y	Y	Y	Y
		ADDENDUM (2)	#2	#2	Y	#2

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 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 to provide **countywide wrecker service** as listed in the bid documents.

2. AWARD

Award will be **BY GROUP** to the lowest responsive, responsible bidder(s). ALL awards are subject to the availability of funds. **The Fleet Management Division intends to award a Primary and Secondary vendor**. The City will contact the Primary awarded vendor first, if a timely response cannot be established, the City will contact the secondary awarded vendor. The City of Jacksonville, Fleet Management Division.

3. TERM OF AGREEMENT

The term of this agreement is one year from **October 1, 2020 through September 30, 2021 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.

4. PRE-BID CONFERENCE

Not applicable.

5. 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 submittals shall be in ink or typewritten. All corrections must be initialed.

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 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 decals as necessary during the contract period.

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. PRICES

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

10. DELIVERY

a. Fleet Management Division, 2581 Commonwealth Avenue, Jacksonville, FL 32254 between the hours of 7:00 am and 11:00 pm. On other than normal business hours and holidays, delivery will be to the Security Guard on duty or as specified by the requestor.

b. 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.

c. 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.

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. SUPPLIER ACCESSIBLITY

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.

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: City of Jacksonville Fleet Mgmt., 2581 Commonwealth Avenue, Jacksonville, Florida 32254 once services are completed.

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. 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.

CITY OF JACKSONVILLE
DIVISION OF PROCUREMENT
ED BALL BUILDING – 8TH, FLOOR
214 N. HOGAN STREET
JACKSONVILLE, FL 32202

ADDENDUM NUMBER: **ONE (1)**

BID NUMBER: **SC-0261-21**

PROJECT NAME: **Countywide Wrecker Service**

OPENING TIME AND DATE: **2:00 P.M., Wednesday, September 16, 2020**

THIS ADDENDUM IS ISSUED FOR THE INFORMATION OF BIDDERS ON THE ABOVE TITLED PROJECT AND WILL BE PART OF THE CONTRACT

The purpose of this addendum is to notify bidders that the bid opening date has been extended by one (1) week to **Wednesday, September 23, 2020**.

A second addendum will be issued with a revision to the Bid Proposal Form.

DATE: September 16, 2020 **Analyst: Annette Burney**

RECEIPT ACKNOWLEDGED BY RETURN OF SIGNED COPY WITH BID.

_____
Bidder's Signature

_____
Title

_____
Company

_____
Date