SUBJECT: Covert Vehicle Leasing (Re-Bid)

BID #: ESC-0499-17 **OPEN DATE: 06/14/2017**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Four (4) Years from Date of Award with One (1) Four (4) Year Renewal Option

AGENCY: FLEET MANAGEMENT

BASIS OF AWARD: To the Highest Scoring Bidder Based on the Evaluation Criteria

NUMBER OF BIDS INVITED: (8) NUMBER RECEIVED: (3) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the highest scoring responsive, responsible bidder, The Bancorp to provide covert vehicle leasing for the Fleet Management Division. Period of service is four (4) years from date of award in the expenditure amount not to exceed $768,000.00.

Funding Source: AFFM513-06401 – To be executed by formal contract through the Office of General Counsel

ATTACHMENTS: Recommendation Memo, Tabulation, Evaluation Matrix and Scoring Sheet

BUYER: _____
Annette Burney

RESPECTFULLY SUBMITTED _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

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

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC 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 13, 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 of Award for ESC-0499-17 Covert Vehicle Leasing

Fleet Management is requesting approval to proceed with award and contract with the Bancorp for the Covert Vehicle Leasing. Period of service Four (4) years from date of award with One (1) Four (4) year renewal option. The total not to exceed amount is $768,000.00.

Funding Source: AFFM513-06401

SUBJECT: Covert Vehicle Leasing (Re-Bid)

BID #: ESC-0499-17 **OPEN DATE: 06/14/2017**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Four (4) Years from Date of Award with One (1) Four (4) Year Renewal Option

AGENCY: FLEET MANAGEMENT

BASIS OF AWARD: To the Highest Scoring Bidder Based on the Evaluation Criteria

NUMBER OF BIDS INVITED: (8) NUMBER RECEIVED: (3) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
On June 14, 2017, the City of Jacksonville, Procurement Division received three (3) valid bid responses for ESC-0499-17, Covert Vehicle Leasing (Re-Bid). The Evaluation Committee that was comprised of representatives from Fleet Management and has completed the bid response reviews and evaluation:

VENDOR	EVALUATION RANKING
The Bancorp	1
Enterprise Fleet Management	3
Acme Auto Leasing, LLC	2

Recommend approval to move forward with the contract negotiations with the highest scoring vendor, The Bancorp.

ATTACHMENTS: Recommendation Memo; Evaluation Matrix; Scoring Sheet; Tab Sheets; Scope of Services

BUYER: STEVEN BURAKOWSKI **RESPECTFULLY SUBMITTED** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

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

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 7-20-17

OTHER:

ACTION OF AWARDING AUTHORITY DATE 7/26/17

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

ATTACHMENT B

EVALUATION MATRIX

The evaluations will be based upon the following criteria, and Contractors are requested to provide, as a minimum, the information listed under each criterion. **Failure to provide adequate information on any criterion will result in lower scores and could result in rejection of the proposal as non-responsive.** Contractors are encouraged to arrange their responses in a format that will offer ready review and evaluation of each criterion.

1. **Price – 50 points available**
   Describe the fees or costs associated with each vehicle whether it is the monthly lease or maintenance fees.
   - Specify the monthly cost for each vehicle for the term of the agreement without including maintenance.
   - Specify the monthly cost of each vehicle for the term of the agreement with maintenance included.

2. **Prior experience in government sale and leasing transactions – 25 points available**
   Please provide the names and contact information of projects similar in nature provided to other government entities:
   - Government entity
   - Contact person
   - Types of vehicles
   - Usage of vehicles.

3. **Selection of Vehicles and Equipment – 10 points available**
   Provide the availability of the vehicle models we specified in this document and all models that are available through your firm.

4. **Ability to Timely Deliver Fully-Equipped vehicles – 15 points available**
   Provide the timeline for the delivery of each vehicle.
   - Time frame for the contractor to receive the vehicles
   - Time frame for the upfit of the vehicles
   - Time frame for the delivery of the turn-key vehicles to Fleet Management.

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Averaged Matrix

ESC-0445-17
Covert Vehicle Leasing

Criteria	Points Available	Bancorp	ACME	Enterprise
Price	50	50	35	20
Prior Experience in Government Sale and Leasing Transactions	25	25	15	25
Selection of Vehicles and Equipment	10	10	10	10
Ability to timely deliver fully equipped vehicles	15	15	15	10
	Total	100	75	65

ESC-0499-17 COVERT VEHICLE LEASING
Vendor Rankings

Vendor	Evaluation Ranking
Bancorp	1
Enterprising Leasing	3
Acme Leasing	2

SCORE SHEET Date 7/10/17

ESC-0445-17

COVERT VEHICLE LEASING

NAME DAVID HŁAZIEWSKI

CRITERIA	Points Available	Bancorp	ACME	Enterprise
Price	50	50	35	20
Prior Experience in Government Sale and Leasing Transactions	25	25	15	25
Selection of Vehicles and Equipment	10	10	10	10
Ability to Timely Deliver Fully-Equipped Vehicles	15	15	15	10

SCORE SHEET Date 7/10/17

ESC-0445-17

COVERT VEHICLE LEASING

NAME Erik Poulsen

CRITERIA	Points Available	Bancorp	ACME	Enterprise
Price	50	50	35	28
Prior Experience in Government Sale and Leasing Transactions	25	25	15	25
Selection of Vehicles and Equipment	10	10	10	10
Ability to Timely Deliver Fully-Equipped Vehicles	15	15	15	10

SCORE SHEET
ESC-0445-17
COVERT VEHICLE LEASING

Date 7/20/2017

NAME CRIS TONGCL

CRITERIA	Points Available	Bancorp	ACME	Enterprise
Price	50	50	35	20
Prior Experience in Government Sale and Leasing Transactions	25	25	15	25
Selection of Vehicles and Equipment	10	10	10	10
Ability to Timely Deliver Fully-Equipped Vehicles	15	15	15	10

BID TABULATION SHEET

Prequalification: NONE
Mandatory Pre-Bid: NONE
Title: VEHICLE LEASING (RE-BID)

Bid # ESC-0499-17
Bid Date: 6/14/17
Buyer: STEVE BURAKOWSKI
No. Invited: 8 No. Received: 3 No Bids:

Recorded By: GAIL SAMPSON Date

ITEM	DESCRIPTION	Est. QTY	UoM	THE BANCORP W/Maintenance UNIT PRICE	THE BANCORP W/Maintenance EXTENDED TOTAL	THE BANCORP Wo/Maintenance UNIT PRICE	THE BANCORP Wo/Maintenance EXTENDED TOTAL	THE BANCORP W/EVE Installed W/Maintenance UNIT PRICE	THE BANCORP W/EVE Installed W/Maintenance EXTENDED TOTAL	THE BANCORP W/EVE Installed W/O Maintenance UNIT PRICE	THE BANCORP W/EVE Installed W/O Maintenance EXTENDED TOTAL
1	Buick Lacrosse Sedan	2	EA	$800.24	$1,600.48	$700.24	$1,400.48	$877.39	$1,754.78	$777.39	$1,554.78
2	Buick Regal 1SV Sedan	2	EA	$747.56	$1,495.12	$647.56	$1,295.12	$824.56	$1,649.12	$724.71	$1,449.42
3	Buick Verano Sport Touring Sedan	2	EA	$594.37	$1,188.74	$494.37	$988.74	$671.52	$1,343.04	$571.52	$1,143.04
4	Chevrolet Cruze LS Sedan	2	EA	$544.42	$1,088.84	$444.42	$888.84	$621.57	$1,243.14	$521.57	$1,043.14
5	Ford Fusion SE 2.5L Sedan	7	EA	$542.89	$3,800.23	$442.42	$3,096.94	$620.04	$4,340.28	$520.04	$3,640.28
6	Ford Taurus SE V6 Sedan	5	EA	$662.59	$3,312.95	$562.59	$2,812.95	$739.74	$3,698.70	$639.74	$3,198.70
7	Honda Accord LX CVT Sedan	11	EA	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
8	Honda Civic LX CVT Sedan	4	EA	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
9	Nissan Altima 2.5 SR Sedan	3	EA	$584.87	$1,754.61	$448.87	$1,346.61	$626.02	$1,878.06	$526.02	$1,578.06
10	Nissan Altima V6 3.5L SR	2	EA	$608.37	$1,216.74	$508.37	$1,016.74	$685.52	$1,371.04	$585.52	$1,171.04
11	Nissan Maxima Sedan	6	EA	$832.38	$4,994.28	$732.38	$4,394.28	$909.53	$5,457.18	$809.31	$4,855.86
12	Nissan Sentra SR	5	EA	$545.16	$2,725.80	$445.16	$2,225.80	$622.31	$3,111.55	$522.31	$2,611.55
13	Chevrolet Silverado 1500 2WD Crew Cab 143.5" Work Truck	2	EA	$440.05	$880.10	$340.05	$680.10	$592.74	$1,185.48	$592.74	$1,185.48
14	Ford F-150 2WD SuperCrew 157" XL (W1C)	2	EA	$436.80	$873.60	$336.80	$673.60	$589.49	$1,178.98	$589.49	$1,178.98
15	Chevrolet Traverse AWD 4dr LS w/ 1LS	2	EA	$637.44	$1,274.88	$537.44	$1,074.88	$760.94	$1,521.88	$660.94	$1,321.88
16	Ford Expedition 2WD 4dr XL	3	EA	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
17	Ford Explorer FWD 4dr XLT	3	EA	$588.79	$1,766.37	$488.79	$1,466.37	$712.29	$2,136.87	$612.29	$1,836.87
18	GMC Terrain AWD 4dr SLE-2	4	EA	$522.41	$2,089.64	$422.41	$1,689.64	$645.91	$2,583.64	$545.91	$2,183.64
19	GMC Terrain FWD 4dr SLE w/ SLE-1	1	EA	$552.09	$552.09	$452.09	$452.09	$675.59	$675.59	$575.59	$575.59
20	Nissan Rogue S AWD	2	EA	$637.32	$1,274.64	$537.32	$1,074.64	$760.82	$1,521.64	$660.82	$1,321.64
	TOTAL LUMP SUM BASE BID:				$31,889.11		$26,577.82		$37,050.97		$31,849.85
	BID BOND:			N/A		N/A		N/A		N/A	
	LICENSED SUBS:			N/A		N/A		N/A		N/A	
	CONFLICT OF INTEREST:			YES		YES		YES		YES	
	JSEB FORM 1:			N/A		N/A		N/A		N/A	
	ADDENDUMS	1		YES		YES		YES		YES	

BID TABULATION SHEET

Prequalification: NONE
Mandatory Pre-Bid: NONE

Title: VEHICLE LEASING (RE-BID)

Bid # ESC-0400-17
Bid Date: 6/14/17
Buyer: STEVE BURAKOWSKI
No. Invited: 8 No. Received: 3 No Bids:

Recorded By: GAIL SAMPSON Date

ITEM	DESCRIPTION	Est. QTY	UoM	ENTERPRISE FLEET MANAGEMENT W/Maintenance UNIT PRICE	EXTENDED TOTAL	ENTERPRISE FLEET MANAGEMENT Wo/Maintenance UNIT PRICE	EXTENDED TOTAL	ENTERPRISE FLEET MANAGEMENT W/EVE Installed W/Maintenance UNIT PRICE	EXTENDED TOTAL	ENTERPRISE FLEET MANAGEMENT W/EVE Installed W/O Maintenance UNIT PRICE	EXTENDED TOTAL
1	Buick Lacrosse Sedan	2	EA	$940.85	$1,881.70	$885.92	$1,771.84	$1,654.18	$3,308.36	$1,594.25	$3,188.50
2	Buick Regal 1SV Sedan	2	EA	$940.26	$1,898.52	$894.33	$1,788.66	$1,027.35	$2,054.70	$972.42	$1,944.84
3	Buick Verano Sport Touring Sedan	2	EA	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4	Chevrolet Cruze LS Sedan	2	EA	$573.12	$1,146.24	$518.19	$1,036.38	$651.19	$1,302.38	$596.26	$1,192.52
5	Ford Fusion SE 2.5L Sedan	7	EA	$564.51	$3,951.57	$506.59	$3,546.13	$652.72	$4,569.04	$594.80	$4,163.60
6	Ford Taurus SE V6 Sedan	5	EA	$699.41	$3,497.05	$641.49	$3,207.45	$777.48	$3,887.40	$719.56	$3,597.80
7	Honda Accord LX CVT Sedan	11	EA	$633.56	$6,980.16	$575.64	$6,332.04	$711.64	$7,828.04	$653.72	$7,190.92
8	Honda Civic LX CVT Sedan	4	EA	$670.44	$2,681.76	$612.52	$2,450.08	$749.98	$2,999.92	$692.06	$2,768.24
9	Nissan Altima 2.5 SR Sedan	3	EA	$613.68	$1,841.04	$555.76	$1,667.28	$691.75	$2,075.25	$633.83	$1,901.49
10	Nissan Altima V6 3.5L SR	2	EA	$832.08	$1,664.16	$774.16	$1,548.32	$910.16	$1,820.32	$852.24	$1,704.48
11	Nissan Maxima Sedan	6	EA	$725.16	$4,351.00	$667.26	$4,003.56	$803.26	$4,819.56	$745.34	$4,472.04
12	Nissan Sentra SR	5	EA	$620.50	$3,102.50	$562.58	$2,812.90	$698.57	$3,492.85	$640.65	$3,203.25
13	Chevrolet Silverado 1500 2WD Crew Cab 143.5" Work Truck	2	EA	$464.40	$928.80	$406.97	$813.94	$736.07	$1,472.14	$678.64	$1,357.28
14	Ford F-150 2WD SuperCrew 157" XL (W/C)	2	EA	$381.41	$762.82	$320.99	$641.98	$637.13	$1,274.26	$576.71	$1,153.42
15	Chevrolet Traverse AWD 4dr LS w/ 1LS	2	EA	$732.01	$1,464.02	$669.71	$1,339.42	$856.99	$1,713.98	$794.69	$1,589.38
16	Ford Expedition 2WD 4dr XL	3	EA	$730.51	$2,191.53	$666.43	$1,999.29	$855.49	$2,566.47	$791.41	$2,374.23
17	Ford Explorer FWD 4dr XLT	3	EA	$707.13	$2,121.39	$646.71	$1,940.13	$832.11	$2,496.33	$771.69	$2,315.07
18	GMC Terrain AWD 4dr SLE 2	4	EA	$677.07	$2,708.28	$617.65	$2,470.60	$802.04	$3,208.16	$742.62	$2,970.48
19	GMC Terrain FWD 4dr SLE w/ SLE-1	1	EA	$658.24	$658.24	$603.31	$603.31	$779.24	$779.24	$724.31	$724.31
20	Nissan Rogue S AWD	2	EA	$646.39	$1,292.78	$578.60	$1,157.20	$771.38	$1,542.76	$703.59	$1,407.18
	TOTAL LUMP SUM BASE BID:				$45,112.64		$41,100.51		$53,211.16		$49,219.03
	BID BOND:			N/A		N/A		N/A		N/A	
	LICENSED SUBS:			N/A		N/A		N/A		N/A	
	CONFLICT OF INTEREST:			YES		YES		YES		YES	
	JSEB FORM 1			N/A		N/A		N/A		N/A	
	ADDENDUMS:	1		NO		NO		NO		NO	

BID TABULATION SHEET

Prequalification: NONE
Mandatory Pre-Bid: NONE

Title: VEHICLE LEASING (RE-BID)

Bid # ESC-0499-17
Bid Date: 8/14/17
Buyer: STEVE BURAKOWSKI
No. Invited: 8 No. Received: 3 No Bids:

Recorded By: GAIL SAMPSON Date

ITEM	DESCRIPTION	Est. QTY	UoM	ACME AUTO LEASING W/Maintenance UNIT PRICE	ACME AUTO LEASING W/Maintenance EXTENDED TOTAL	ACME AUTO LEASING Wo/Maintenance UNIT PRICE	ACME AUTO LEASING Wo/Maintenance EXTENDED TOTAL	ACME AUTO LEASING W/EVE Installed W/Maintenance UNIT PRICE	ACME AUTO LEASING W/EVE Installed W/Maintenance EXTENDED TOTAL	ACME AUTO LEASING W/EVE Installed W/O Maintenance UNIT PRICE	ACME AUTO LEASING W/EVE Installed W/O Maintenance EXTENDED TOTAL
1	Buick Lacrosse Sedan	2	EA	$1,035.00	$2,070.00	$990.00	$1,980.00	$1,115.00	$2,230.00	$1,070.00	$2,140.00
2	Buick Regal 1SV Sedan	2	EA	$1,010.00	$2,020.00	$960.00	$1,920.00	$1,085.00	$2,170.00	$1,040.00	$2,080.00
3	Buick Verano Sport Touring Sedan	2	EA	$925.00	$1,850.00	$875.00	$1,750.00	$1,000.00	$2,000.00	$955.00	$1,910.00
4	Chevrolet Cruze LS Sedan	2	EA	$525.00	$1,050.00	$480.00	$960.00	$600.00	$1,200.00	$560.00	$1,120.00
5	Ford Fusion SE 2.5L Sedan	7	EA	$630.00	$4,410.00	$580.00	$4,060.00	$700.00	$4,900.00	$655.00	$4,585.00
6	Ford Taurus SE V6 Sedan	5	EA	$705.00	$3,525.00	$660.00	$3,300.00	$785.00	$3,925.00	$740.00	$3,700.00
7	Honda Accord LX CVT Sedan	11	EA	$645.00	$7,095.00	$600.00	$6,600.00	$725.00	$7,975.00	$685.00	$7,535.00
8	Honda Civic LX CVT Sedan	4	EA	$635.00	$2,540.00	$585.00	$2,340.00	$710.00	$2,840.00	$670.00	$2,680.00
9	Nissan Altima 2.5 SR Sedan	3	EA	$560.00	$1,680.00	$515.00	$1,545.00	$640.00	$1,920.00	$595.00	$1,785.00
10	Nissan Altima V6 3.5L SR	2	EA	$655.00	$1,310.00	$605.00	$1,210.00	$730.00	$1,460.00	$685.00	$1,370.00
11	Nissan Maxima Sedan	6	EA	$770.00	$4,620.00	$730.00	$4,380.00	$830.00	$4,980.00	$790.00	$4,740.00
12	Nissan Sentra SR	5	EA	$485.00	$2,425.00	$440.00	$2,200.00	$560.00	$2,800.00	$520.00	$2,600.00
13	Chevrolet Silverado 1500 2WD Crew Cab 143.5" Work Truck	2	EA	$725.00	$1,450.00	$680.00	$1,360.00	$790.00	$1,580.00	$745.00	$1,490.00
14	Ford F-150 2WD SuperCrew 157" XL (W1C)	2	EA	$725.00	$1,450.00	$680.00	$1,360.00	$790.00	$1,580.00	$745.00	$1,490.00
15	Chevrolet Traverse AWD 4dr LS w/ 1LS	2	EA	$830.00	$1,660.00	$765.00	$1,530.00	$900.00	$1,800.00	$845.00	$1,690.00
16	Ford Expedition 2WD 4dr XL	3	EA	$705.00	$2,115.00	$660.00	$1,980.00	$900.00	$2,700.00	$845.00	$2,535.00
17	Ford Explorer FWD 4dr XLT	3	EA	$890.00	$2,670.00	$845.00	$2,535.00	$955.00	$2,865.00	$910.00	$2,730.00
18	GMC Terrain AWD 4dr SLE-2	4	EA	$695.00	$2,780.00	$650.00	$2,600.00	$815.00	$3,260.00	$770.00	$3,080.00
19	GMC Terrain FWD 4dr SLE w/ SLE-1	1	EA	$660.00	$660.00	$615.00	$615.00	$790.00	$790.00	$750.00	$750.00
20	Nissan Rogue S AWD	2	EA	$640.00	$1,280.00	$600.00	$1,200.00	$750.00	$1,500.00	$710.00	$1,420.00
	TOTAL LUMP SUM BASE BID:				$48,660.00		$45,425.00		$54,475.00		$51,430.00
	BID BOND			N/A		N/A		N/A		N/A	
	LICENSED SUBS			N/A		N/A		N/A		N/A	
	CONFLICT OF INTEREST			YES		YES		YES		YES	
	JSEB FORM 1			N/A		N/A		N/A		N/A	
	ADDENDUMS	1		YES		YES		YES		YES	

REQUEST FOR PROPOSAL

VEHICLE LEASING

For
City of Jacksonville, Florida

SECTION 1
(Specific Information Regarding this RFP)

1.1 **Introduction**

The City of Jacksonville ("Buyer") intends to hire one (1) firm ("Contractor") to provide the services described in Section 1.2 of this Request for Proposal (RFP). Persons interested in submitting a response to this RFP (a "Response") should carefully review this RFP for instructions on how to respond and for the applicable contractual terms. This RFP is divided into the following sections:

Section 1	Specific Information Regarding This RFP
Section 2	General Instructions
Section 3	General Terms and Conditions of Agreement
Section 4	Description of Services (if referenced in Section 1.2 below)
Form 1	Price Sheet
Form 2	Conflict of Interest Certificate
Form 3	No Bid Survey
Form 4	Business References
Attachment A	Response Format
Attachment B	Evaluation Matrix
Attachment C	Equal Business Opportunity Program Requirements
Attachment D	Sample Contract
Attachment E	Disqualified/Probationary Vendors List
Attachment F	Protest Procedures

In the event of conflicting provisions, the following sections of this RFP will have priority in the order listed: Section 1, Section 4, Section 2, Section 3, the Attachments, and the Forms.

1.2 **Scope of Services.**

The City of Jacksonville (City) is requesting proposals from qualified and experienced Contractor(s) to provide Leased Covert Vehicles. The successful Contractor will be required to provide a variety of makes and models of vehicles to the City of Jacksonville. These vehicles will not be marked units so the utmost discretion during the term of this agreement is required.

Please see Section 4 for a full description of the services and deliverables required under this RFP.

1.3 **Term of Agreement.**

The initial term of agreement will commence upon execution of the Contract and will continue for four (4) years with one (1) four (4) year renewal option at the discretion of the City.