SUBJECT: PURCHASE OF ONE (1) 2020 INTEGRATED RE C BUS (PC305) OR EQUIVALENT

BID #: SC-0147-19 **OPEN DATE:** 05/08/2019

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY 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: 9 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the first of two (2) renewal options with Sun State International Trucks. Period of service is from October 1, 2019 through September 30, 2020. Total revised estimated annual expenditure amount is $189,805.00, for an expenditure amount not to exceed $379,610.00.

Funding Source: AFFM513-06401 – To be encumbered by purchase order(s).

Attachments: Recommendation Memo, Vendor Letter, and Previous Award(s)

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 ADMINISTRATION DEPARTMENT

FLEET MANAGEMENT DIVISION

Jacksonville

Where Florida Begins.

Date: September 18, 2019

To: Gregory Pease, Chief of Procurement Division

Thru: Cris Tongol, Chief of Fleet Management

From: David Hylazewski, Equipment Control Administrator

Re: Recommendation of Approval of First (1st) Renewal for SC-0147-19 Purchase of Integrated RE C Bus

Fleet Management Division is requesting approval to utilize First (1st) renewal option for SC-0147-19 Purchase of Integrated RE C Bus. Period of Service is October 1, 2019 through September 30, 2020, with One (1) remaining renewal. Estimated annual expenditure not to exceed $189,805.00. Total not to exceed amount $379,610.00.

Funding Source: AFFM513-06401 to be encumbered by purchase order

Kurtz, Sheryl

From: Mike McCullough <Mike.McCullough@sunstateintl.com>
Sent: Tuesday, September 17, 2019 10:26 AM
To: Kurtz, Sheryl
Cc: Jamie Gray; Dianna Chesney
Subject: RE: SC-0149-19 1st Renewal Option

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.

Sheryl:

Sun State International Trucks wishes to accept the renewal of bid SC-0147-19 through September 30, 2020 under the same terms conditions and pricing as the original contract.

Should you require additional information or have questions please contact me at the numbers below.

We very much appreciate your business and thank you for this opportunity.

Mike McCullough
Sun State Bus Centers
Operations Manager, Bus
Ph: 813-226-7330
Email: mike.mccullough@sunstateintl.com

From: Kurtz, Sheryl [mailto:SKURTZ@coj.net]
Sent: Tuesday, September 10, 2019 9:16 AM
To: Mike McCullough <Mike.McCullough@sunstateintl.com>
Cc: AP <AP@sunstateintl.com>
Subject: FW: SC-0149-19 1st Renewal Option

Please review the request below for renewal of bid SC-0147-19. Our time is closing for renewal option in two weeks. Please respond to this request as soon as possible, so we may renew for another term.

Thank you,

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

TERMS AND CONDITIONS

PURCHASE OF ONE (1) 2020 INTEGRATED RE C BUS (PC305) OR EQUIVALENT

SCOPE
The Fleet Management Division of the City of Jacksonville, Florida is currently accepting bids to obtain a source(s) of supply for the item(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 for one (1) 2020 Integrated RE C Bus (PC305) or Equivalent as specified in the bid documents.

AWARD
Award will be ALL OR NONE to the lowest responsive, responsible bidder. ALL awards are subject to the availability of funds.

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 condition set forth in the bid documents.

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 submissions shall be in ink or typewritten. All corrections must be initialed.

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).

QUANTITIES
Quantities indicated reflect the estimated quantities to be purchased throughout the contract period and are subject to fluctuation in accordance with actual requirements and budgetary constraints. 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 options as necessary during the contract period.

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.

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

DELIVERY
Delivered to: 2581 Commonwealth Avenue, Jacksonville, Florida 32254 between the hours of 7:00 am and 2:30 pm, Monday through Friday. There will be no exceptions to the times stated unless prior arrangement with Fleet Management has been made. No acceptance of any vehicles will take place during any City observed holiday. All orders are FOB destination.

SUBJECT: PURCHASE OF ONE (1) 2020 INTEGRATED RE C BUS (PC305) OR EQUIVALENT

BID #: SC-0147-19

OPEN DATE: 05/08/2019

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY 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: 9 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to Sun State International as the lowest responsive, responsible bidder. Period of service shall be from date of award through September 30, 2019 with two (2) one (1) year renewal options.

Estimated annual expenditure not-to-exceed $189,805.00.

Funding shall be encumbered from account AFFM513-06401 and executed by Purchase Order(s).

Attachments: Recommendation Memo; Bid Tabulation, Specifications, Terms & Conditions

Analyst: DAVID KLAGES

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: CHRIS TONGOL, CHIEF OF FLEET MANAGEMENT

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 5/23/19

OTHER:

ACTION OF AWARDING AUTHORITY DATE 5/23/19

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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