SUBJECT: Purchase of Various Walking Excavators

BID #: SC-0325-19 **OPEN DATE:** 2/20/2019

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: 7 **NUMBER RECEIVED:** 1 **OTHER:** 1

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the sole responsive, responsible bidder, Menzi USA Sales, Inc. Period of service is from date of award through September 30, 2019 with two (2) one (1) year renewal options. Total expenditure amount not to exceed $3,388,010.00.

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

Attachments: Recommendation Memo, Tabulation 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 _____ 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: February 27, 2019

To: Gregory Pease, Chief of Procurement Division

Thru: Cris Tongol, Chief of Fleet Management

From: David Hylazewski, Equipment Control Administrator DH

Re: Recommendation of Approval of Award SC-0325-19 Purchase of Various Walking Excavators

Fleet Management Division is recommending approval of award to Menzi USA Sales, Inc., for the purchase of various walking excavators. Period of Service is Date of Award through September 30, 2019, with two (2) one (1) year renewal options. Estimated annual expenditure not to exceed $3,388,010.00.

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

TITLE: Purchase of Various Walking Excavators

BID NO.: SC-0325-19

OPEN DATE: February 20, 2019 @ 2 p.m.

ANALYST: Annette Burney

No. Invited: (7) No. Received (1) No Bids: (1)

Recorded By: Renata Barnett Announcer: Doug Nelson

ITEM	DESCRIPTION	EST. QTY	Menzi USA Sales, Inc. UNIT PRICE	Menzi USA Sales, Inc. EXTENDED TOTAL	UNIT PRICE	EXTENDED TOTAL	UNIT PRICE	EXTENDED TOTAL
1	M220 2x4 Walking Excavator per Specifications	2	$ 232,631.00	$ 465,262.00		$ -		$ -
2	M320 2x4 Walking Excavator per Specifications	2	$ 282,165.00	$ 564,330.00		$ -		$ -
3	M340 4x4 Walking Excavator per Specifications	2	$ 315,934.00	$ 631,868.00		$ -		$ -
4	M520 2x4 Walking Excavator per Specifications	2	$ 308,880.00	$ 617,760.00		$ -		$ -
5	M540 4x4 Walking Excavator per Specifications	2	$ 341,509.00	$ 683,018.00		$ -		$ -
6	A40 2x4 Walking Excavator per Specifications	2	$ 212,886.00	$ 425,772.00		$ -		$ -
		GRAND TOTAL:	$ 3,388,010.00					
		TERMS:	Net 30					
		DELIVERY (Business Days):	90					
		CONFLICT OF INTEREST:	Y					
		ADDENDUM( ):	N/A					

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 services and to obtain pricing commitments for **Various Walking Excavators** per the attached specification.

2. AWARD

Award will be ALL OR NONE to the lowest responsive, responsible bidder. Bidders must bid on all items to 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

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.

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.