SUBJECT: Vehicle & Equipment Parts Management and Supply Services

BID #: ESC-0261-19 **OPEN DATE:** 10/31/18

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Three (3) years from date of contract execution with two (2) one (1) year renewal options

AGENCY: Fleet Management Division

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 3 **NUMBER RECEIVED:** 5 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with TPH Holdings LLC DBA The Parts House in the amount of $2,214,945.00 to cover services thru the period ending February 12, 2023. Estimated annual expenditure is $6,945,845.00. Total expenditure amount is $21,138,545.00.

Funding for this award will be executed by formal contract amendment, #9902-01, through the Office of General Counsel and encumbered by the following accounts: 51101.114003.552130.00000.00000000.00000 - $6,250,000.00 & 51101.114003.534100.00000.00000000.00000 - $695,845.00

Attachments: Recommendation Memo and Previous Awards

ANALYST: _____ Corey Sidlo **RESPECTFULLY SUBMITTED** _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Crisencio Tongol, Chief, Fleet Management Division

(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: Sept. 14, 2022

To: Gregory Pease, Chief of Procurement Division

Thru: Cris Tongol, Chief of Fleet Management Division

From: Erik Preacher, Fleet Management Administrator

Re: Recommendation of Approval to increase ESC-0261-19 Vehicle & Equipment Parts Management and Supply Services

---

Fleet Management Division is requesting approval to increase ESC-0261-19 Vehicle & Equipment Parts Management and Supply Services in the amount of $2,214,945.00. Increase is necessary to continue service until renewal time. Period of Service is February 12, 2022 through February 12, 2023, with one (1) remaining renewal period. Estimated annual expenditure is $6,945,845.00. The total not to exceed is $21,138,545.00.

Funding Source: Funds will be executed by formal contract through the Office of General Counsel and encumbered by the following accounts:
51101.114003.552130.00000.00000000.00000 - $6,250,000.00 &
51101.114003.534100.00000.00000000.00000 - $695,845.00

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

SUBJECT: Vehicle & Equipment Parts Management and Supply Services

BID #: ESC-0261-19 **OPEN DATE:** 10/31/18

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Three (3) years from date of contract execution with two (2) one (1) year renewal options

AGENCY: Fleet Management Division

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 3 **NUMBER RECEIVED:** 5 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the first of two (2) renewal options with TPH Holdings LLC DBA The Parts House. Period of service is from February 12, 2022 through February 11, 2023. Total revised estimated annual expenditure amount is $4,730,900.00, for a total expenditure amount not to exceed $18,923,600.00.

Funding for this award will be executed by formal contract amendment through the Office of General Counsel and encumbered by the following accounts: 51101.114003.552130.000000.00000000.00000.0000000 - $4,250,000.00 & 51101.114003.534100.000000.00000000.00000.0000000 - $480,900.00

Attachments: Recommendation Memo and Previous Awards

ANALYST _____ Annette Burney

RESPECTFULLY SUBMITTED _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Crisencio Tongol, Chief, Fleet Management Division

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 10/7/2021

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 10-8-21

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Brian Hughes
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of:
Executive Order No 2019-02

SUBJECT: Vehicle & Equipment Parts Management and Supply Services

BID #: ESC-0261-19 OPEN DATE: 10/31/18

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Three (3) years from date of contract execution with two (2) one (1) year renewal options

AGENCY: Fleet Management Division

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 3 NUMBER RECEIVED: 5 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with TPH Holdings LLC DBA The Parts House by $4,730,900.00 to cover parts management and supplies for the third and final year of the initial term Total expenditure amount not to exceed $14,192,700 00

Funding for this award will be executed by formal contract through the Office of General Counsel and encumbered by the following accounts: 51101.114003.552130.000000.00000000.00000 0000000 - $4,250,000 00 & 51101.114003 534100.000000.00000000.00000.0000000 - $480,900.00

Attachments Recommendation Memo and Previous Awards

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

CONCURRENCE BY: Crisencio Tongol, Chief, Fleet Management Division

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE 10/15/2020

OTHER

ACTION OF AWARDING AUTHORITY DATE 10/15/20

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

SUBJECT: Vehicle & Equipment Parts Management and Supply Services

BID #: ESC-0261-19

OPEN DATE: 10/31/18

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Three (3) years from date of contract execution with two (2) one (1) year renewal options

AGENCY: Fleet Management Division

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 3 NUMBER RECEIVED: 5 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with TPH Holdings LLC DBA The Parts House by $4,730,900.00 to cover parts management and supplies for the second year of the three (3) year term Total expenditure amount not to exceed $9,461,800.00.

Funding for this award will be executed by formal contract through the Office of General Counsel and encumbered by the following accounts: AFFM511FS-05213 $4,250,000.00 & AFFM511FS-03410 - $480,900.00

Attachments: Recommendation Memo and Previous Award(s)

ANALYST: Annette Barney RESPECTFULLY SUBMITTED

GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Crisencio Tongol, Chief, Fleet Management Division

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE 10/10/19

OTHER.

ACTION OF AWARDING AUTHORITY DATE 10/10/19

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Brian Hughes
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of
Executive Order No 2019 02

SUBJECT: Vehicle & Equipment Parts Management and Supply Services

BID #: ESC-0261-19

OPEN DATE: 10/31/18

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract Three (3) years from date of contract execution with two (2) one (1) year renewal options

AGENCY: Fleet Management Division

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 3 NUMBER RECEIVED: 5 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to reject AutoZone Parts, Inc. as non-responsive for failure to submit proof of meeting the minimum requirements and failure to respond to Attachment B, Evaluation Criteria.

Recommend approval of award to the highest scoring responsive, responsible bidder, TPH Holdings LLC DBA The Parts House. Period of service is for three (3) years from date of contract execution with two (2) one (1) year renewal options. Total expenditure amount not to exceed $4,730,900.00.

TPH Holdings	96.70
Mancon LLC	86.06
Tidewater Fleet Supply	84.40
Genuine Parts Co.	77.30

Funding for this award will be executed by formal contract through the Office of General Counsel and encumbered by the following accounts: AFFM511FS-05213 $4,250,000.00 & AFFM511FS-03410 - $480,900.00

Attachments: Recommendation Memo, Tabulation and Scoring Sheets, Rejection Letter and Evaluation Criteria

ANALYST: Annette Burney

RESPECTFULLY SUBMITTED

GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Crisancio Torpol, Chief, Fleet Management Division

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 2/20/18

OTHER:

ACTION OF AWARDING AUTHORITY

APPROVED DATE: 12/20/18

DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

AMENDMENT NO. 3 TO SERVICES CONTRACT
BETWEEN
THE CITY OF JACKSONVILLE
AND
TPH HOLDINGS, LLC
FOR
VEHICLE AND EQUIPMENT PARTS MANAGEMENT AND SUPPLY SERVICES

9902-01
Amd #3

THIS AMENDMENT NO. 3 to Contract for vehicle and equipment parts management and supply services (the "Services") is made and entered into as of the 12 day of January, 2022, by and between the **CITY OF JACKSONVILLE**, a consolidated municipal corporation and political subdivision existing under the Constitution and the laws of the state of Florida (the "City"), and **TPH HOLDINGS, LLC**, a Florida limited liability company d/b/a **THE PARTS HOUSE**, with an address at 10231 Fortune Parkway (the "Contractor").

WITNESSETH:

WHEREAS, on February 25, 2019, City and Contractor made and entered into City of Jacksonville Contract #9902-01) (the "Contract") for the Services; and

WHEREAS, said Contract has been amended twice previously; and

WHEREAS, said Contract should be amended further by providing additional funding in the amount of $4,730.900.00 for the renewal period, thus increasing the maximum indebtedness by $4,730,900 to a new total maximum indebtedness of $18,923,600.00, and by exercising the first of two (2) one-year renewal options so as to extend the period of service from February 12, 2022, through February 11, 2023, with one (1) one-year renewal option remaining, and with all other provisions, terms, and conditions of said Contract remaining unchanged, now therefore

IN CONSIDERATION of the mutual covenants and agreements contained herein and of other good and valuable consideration acknowledged by the parties to be sufficient, the parties hereby agree to amend the Agreement as follows:

1. The above-stated recitals are accurate, true, and correct and are incorporated herein and made a part hereof by this reference.

2. Section 4 of said Contract is amended by providing additional funding in the amount of $4,730.900.00 for the renewal period, thus increasing the maximum indebtedness by $4,730,900.00 to a new total maximum indebtedness of $18,923,600.00, and as amended shall read as follows:

> "4. **Maximum Indebtedness**. As required by Section 106.431, *Ordinance Code*, City's maximum indebtedness for all products and services under this Contract shall be a fixed monetary amount not to exceed EIGHTEEN MILLION NINE HUNDRED TWENTY-THREE THOUSAND SIX HUNDRED AND NO/100 DOLLARS ($18,923,600.00). City's obligations under this

Contract are contingent upon the availability of lawfully appropriated funds for the Services and this Contract."

3. Section 6 of said Contract is amended by renumbering it as Section 5 and by exercising the first of two (2) one-year renewal options so as to extend the period of service from February 12, 2022, through February 11, 2023, with one (1) one-year renewal option remaining, and as amended shall read as follows:

"5. **Term**. The term of this Contract shall commence on the Effective Date and shall continue through February 11, 2023, unless earlier terminated by either party in accordance with the terms of the RFP. City shall have the option, in its sole discretion, to renew this Contract for one additional term of one year."

SAVE AND EXCEPT as expressly amended in and by this instrument, the provisions, terms, and conditions of said Contract, as previously amended, shall remain unchanged and shall continue in full force and effect.

[Signature Page Follows]

IN WITNESS WHEREOF, the parties hereto have executed this Third Amendment as of the day and year first above written.

WITNESS:

Stacy Mozo

Print Name: Stacy Mozo

TPH HOLDINGS, LLC, d/b/a THE PARTS HOUSE

By: _____
David Honig, President

ATTEST:

By: James R. McCain, Jr.
Corporation Secretary

CITY OF JACKSONVILLE

By: _____
Lenny Curry
Mayor

Brian Hughes
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of
Executive Order No. 2019-02

Form Approved:

James R. McCain
Assistant General Counsel

Encumbrance and funding information is found on the next page.

Encumbrance and Funding Information

Account Number:	**51101.114003.534100.000000.00000000.00000.0000000**
Amount:	**$4,250,000.00**
Account Number:	**51101.114003.534100.000000.00000000.00000.0000000**
Amount:	**$480,900.00**
Maximum Indebtedness:	**$18,923,600.00**

The above-stated amount is the maximum fixed monetary amount of the foregoing contract. It shall not be encumbered by the foregoing contract.

In accordance with Section 24.103(e), *Ordinance Code*, I do hereby certify that there is an unexpended, unencumbered and unimpounded balance in the appropriation sufficient to cover the foregoing agreement..

Director of Finance
City Contract #9902-01, Amendment 3

GC-#1471223-v1-TPH_Holdings_9902-01_Amd_#3_Vehicle_Parts.doc

Contract Purchase Agreement POA-70537-21 Change Order 1

Agreement	POA-70537-21
Agreement Date	22-FEB-2021
Change Order	1
Change Order Date	09-DEC-2021
Revision	1
Agreement Amount	9,306,800.00 USD
Solicitation Number	ESC-0261-19

Sold To

City of Jacksonville
117 West Duval Street
Suite 375
JACKSONVILLE, FL 32202
US

Supplier

TPH Holdings LLC
DBA The Parts House
10321 Fortune Pkwy
JACKSONVILLE, FLORIDA 32256

Notes

Supplier Number	Payment Terms	Freight Terms	FOB	Shipping Method
25175	Net 30	Freight Prepaid	FOB Destination	Best Way

Start Date	End Date	Buyer
25-Feb-2019	25-Feb-2022	Annette Leslie-Burney aburney@coj.netPhone 904-2558810

Attachments

Type	File Name or URL	Title	Description
File	ESC-0261-19 FIRST RENEWAL AWARD.pdf	ESC-0261-19 FIRST RENEWAL AWAR	
File	ESC-0261-19 CONTRACT AMD 2.pdf	ESC-0261-19 CONTRACT AMD 2.pdf	
File	ESC-0261-19 INCREASE AWARD 10.15.20.pdf	ESC-0261-19 INCREASE AWARD 10.	
File	ESC-0261-19 CONTRACT.pdf	ESC-0261-19 CONTRACT.pdf	

This Order is subject to the General conditions attached here to. Manufacturer's Federal excise tax exempt no 59-89-0120K Florida State sales and use tax exemption no. 85-8012621607C-8	Approved by Gregory Pease, Chief Procurement Division