SUBJECT: Citywide Wrecker Service

BID #: SC-0304-18 **OPEN DATE: 11/8/2017**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: One (1) year from date of award with two (2) one (1) year renewal options

AGENCY: Fleet Management

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

NUMBER OF BIDS INVITED: (16) **NUMBER RECEIVED:** (3) **OTHER** (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to amend the period of service from one (1) year from date of award to October 1, 2018 through September 30, 2019.

Recommend approval to utilize the first of two (2) renewal options with the primary and secondary vendors listed below to provide wrecker service for the City. Period of service is from October 1, 2018 through September 30, 2019. Total revised estimated annual expenditure amount is $267,192.00, for an expenditure amount not to exceed $534,384.00.

Group 1: Primary Vendor – Dee-Way Towing & Storage - $39,750.00
Secondary Vendor – ASAP Towing & Storage Company, Inc. - $5,000.00
Group 2: Primary Vendor – ASAP Towing & Storage Company, Inc. - $62,500.00
Secondary Vendor – Southern Crane & Wrecker Service - $15,000.00
Group 3: Primary Vendor – Southern Crane & Wrecker Service - $75,000.00
Secondary Vendor – ASAP Towing & Storage Company, Inc. - $15,000.00
Group 4: Primary Vendor - ASAP Towing & Storage Company, Inc. - $44,942.00
Secondary Vendor - Southern Crane & Wrecker Service - $10,000.00

Funding Source: AFFM511-04602 – To be encumbered by purchase order

Attachments: Recommendation Memo, Vendor Letters, Terms and Conditions and Previous Award

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2018. 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 _____ **RESPECTFULLY SUBMITTED** _____
Annette Burney
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.

08/20/18 10:58:46
Procurement Division

Date: August 14, 2018

To: Gregory Pease, Chief of Procurement Division

Thru: Cris Tongol, Chief of Fleet Management Division

From: Erik Preacher, Fleet Financial Services Manager

Re: Recommendation to utilize the First Renewal for SC-0304-18 Citywide Wrecker Service

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Fleet Management Division is requesting approval to utilize the First (1st) renewal option for the period of October 1, 2018 through September 30, 2019 with one (1) renewal remaining. All Terms, conditions and pricing will remain the same as previously awarded. Total expenditures for the First Renewal not to exceed $267,192.00. Total expenditure for the contract period not to exceed 534,384.00

Group 1: Primary: Dee-Way Towing & Storage in the amount of $39,750.00
Secondary: ASAP Storage - $5,000.00
Group 2: Primary: ASAP Storage in the amount of $62,500.00
Secondary: Southern Crane & Wrecker - $15,000.00
Group 3: Primary: Southern Crane & Wrecker Service in the amount $75,000.00
Secondary: ASAP Storage - $15,000.00
Group 4: Primary: ASAP Storage in the amount of $44,942.00
Secondary: Southern Crane & Wrecker - $10,000.00

Funding Source: AFFM511-04602 to be encumbered by purchase order.

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2018. 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.

Dee-Way Towing
100 Jackson Ave S.
Jacksonville, FL 32220
904.356.3929
www.DEEWAYTOWING.com

August 13, 2018

Dee-Way Towing
Attn: Sheryl Kurtz
Address
City, State

Re: Renewal of contract SC-0304-18, a contract for towing service provided by Dee-way Towing, expiring September 30,2018.

Dee-Way Towing would like to renew the above referenced contract for a period of one year. The contract renewal period commences October 1,2018 and expires September 30,2019. The same terms, conditions, and prices prevail for the contract renewal period.

The Flat fee for services will apply as follows:

Local Towing $53.00
Service Calls $53.00

Thank You

Douglas G Dixon

Kurtz, Sheryl

From: Heather Taylor <heather@asaptowing.com>
Sent: Monday, August 13, 2018 4:21 PM
To: Kurtz, Sheryl
Subject: RE: SC-0304-18 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.

Hi Sheryl,

Just reset the log in and we are all set to go at the current rates and if you need anything additional please feel free to contact me.

Regards,
Heather Taylor
Operations Manager
ASAP Towing & Storage Co Inc
904-771-7111 x 114

From: Kurtz, Sheryl <SKURTZ@coj.net>
Sent: Monday, August 13, 2018 10:04 AM
To: Heather Taylor <heather@asaptowing.com>
Subject: FW: SC-0304-18 1st Renewal Option

https://jaxpro.coj.net/bso/login.sdo

From: Kurtz, Sheryl
Sent: Friday, August 10, 2018 8:12 AM
To: 'VANICESERRANO@YAHOO.COM'
Subject: SC-0304-18 1st Renewal Option

RENEWAL OPTION NOTIFICATION

The above listed Bid is due for renewal on October 1, 2018. As stated in the bid, this contract may be extended for an additional one (1) year renewal option at the discretion of the City, based on vendor performance and adherence to price, terms and conditions of the bid.

The City of Jacksonville would like to offer the First (1st) option for the period of October 1, 2018 through September 30, 2019 Groups 2 & 4. If your company opts to use the renewal option, please submit a written agreement to exercise the renewal option. Please include bid number, agreement under to the same terms, conditions and pricing as original bid in the memo.

If you opt not to use the renewal option, please submit a letter stating the action desired. To have adequate time to renew or re-bid this project, all documents must be submitted no less than **thirty days** prior to the deadline date stated above.

Kurtz, Sheryl

From: Courtney Rountree <scwrecker.towing@gmail.com>
Sent: Friday, August 10, 2018 10:48 AM
To: Kurtz, Sheryl
Subject: Re: SC-0304-18 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.

We would love to renew for an additional year! Please send over a revised agreement and Billy and I will get that executed.

Thank you,

God Bless!
Courtney Rountree, Office Manager
Southern Crane & Wrecker, Inc.
Rountree Sod Service, Inc.
Atlantic Truck Lines, Inc.
3636 Phoenix Ave
Jacksonville, Florida 32206
Office: (904) 425-3126
Fax: (904) 359-0260
*Quotes are good for 30 days

On Fri, Aug 10, 2018 at 8:59 AM, Kurtz, Sheryl <SKURTZ@coj.net> wrote:

From: Kurtz, Sheryl
Sent: Friday, August 10, 2018 8:15 AM
To: 'scwrecker.towing@gmail.com'
Subject: SC-0304-18 1st Renewal Option

RENEWAL OPTION NOTIFICATION

SUBJECT: Citywide Wrecker Service

BID #: SC-0304-18

OPEN DATE: 11/8/2017

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: One (1) year from date of award with two (2) one (1) year renewal options

AGENCY: Fleet Management

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

NUMBER OF BIDS INVITED: (16) NUMBER RECEIVED: (3) OTHER (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the lowest responsive, responsible primary and secondary vendors listed below to provide wrecker service for the City. Period of service is from date of award through September 30, 2018 in the total expenditure amount not to exceed $267,192.00.

Group 1: Primary Vendor – Dee-Way Towing & Storage - $39,750.00
Secondary Vendor – ASAP Towing & Storage Company, Inc. - $5,000.00

Group 2: Primary Vendor – ASAP Towing & Storage Company, Inc. - $62,500.00
Secondary Vendor – Southern Crane & Wrecker Service - $15,000.00

Group 3: Primary Vendor – Southern Crane & Wrecker Service - $75,000.00
Secondary Vendor – ASAP Towing & Storage Company, Inc. - $15,000.00

Group 4: Primary Vendor - ASAP Towing & Storage Company, Inc. – $44,942.00
Secondary Vendor - Southern Crane & Wrecker Service - $10,000.00

Funding Source: AFFM511-04602 – 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: C.J. Thompson, Chief, Fleet Management Division

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 12/07/17

OTHER:

ACTION OF AWARDING AUTHORITY DATE 12/07/17

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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 item(s) / service(s) and to obtain pricing commitments for Countywide Wrecker Service as listed in the bid documents.

2. AWARD

Award will be BY GROUP to the lowest responsive, responsible bidder(s). Bidders must bid on all items in a group to be considered for award of that group. 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 **(see Section E, Response Time)**, 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 for one (1) year from date of award, 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 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.

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 vehicles and options as necessary during the contract period.

Group 1	Award Amt.	1ST Renewal
Dee Way	$ 39,750.00	$ 39,750.00
ASAP	$ 5,000.00	$ 5,000.00
Group 2		
ASAP	$ 62,500.00	$ 62,500.00
Southern Crane	$ 15,000.00	$ 15,000.00
Group 3		
Southern Crane	$ 75,000.00	$ 75,000.00
ASAP	$ 15,000.00	$ 15,000.00
Goup 4		
ASAP	$ 44,942.00	$ 44,942.00
Southern Crane	$ 10,000.00	$ 10,000.00
Total	$ 267,192.00	$ 267,192.00
NTE	$ 534,384.00	