SUBJECT: Purchase of 2018 Can-Am Defender HD5 DPS Utility Vehicles

BID #: XF-0388-18 **OPEN DATE:** 2/14/18

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: One-time Purchase

AGENCY: Fleet Management Division

BASIS OF AWARD: All or None to the lowest responsive, responsible bidder

NUMBER OF BIDS INVITED: 5 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the lowest responsive, responsible bidder, Hunter Power Sports LLC DBA Dal Kawa HPS, for the purchase of eight (8) 2018 Can-Am Defender HD5 DPS Utility Vehicles. Total expenditure amount not to exceed $100,336.00.

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: C. J. Thompson, 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.

02/22/18 10:56:09
Procurement Division

Date: February 22, 2018

To: Gregory Pease, Chief of Procurement Division

Thru: C. J. Thompson, Chief of Fleet Management Division

From: David Hylazewski, Equipment Control Administrator DH

Re: Recommendation of award XF-0388-18 2018 Can-Am Defender Utility Vehicles

Fleet Management is requesting approval of award to the lowest responsive, responsible vendor, Hunter Power Sports, LLC, dba Dal Kawa HPS. Estimated amount of expenditure will be $100,336.00.

AFFM513-06401 will be utilized for these purchases.

TITLE: PURCHASE OF 2018 CAN-AM DEFENDER HD5 DPS UTILITY VEHICLES

BID NO.: XF-0388-18

OPEN DATE: February 14, 2018 @ 2 p.m.

ANALYST: ANNETTE BURNEY

No. Invited: (5) No. Received (1) No Bids: (0)

Recorded By: Renata Barnett Announcer: Lisa King

ITEM	DESCRIPTION	EST. QTY	UNIT	Hunter Power Sports LLC dba Dal Kawa HPS UNIT PRICE	Hunter Power Sports LLC dba Dal Kawa HPS EXTENDED TOTAL	UNIT PRICE	EXTENDED TOTAL	UNIT PRICE	EXTENDED TOTAL
1	2018 CAN-AM Defender HD5 DPS - Or Equivalent Item Offered:	8	EA	$ 10,482.00	$ 83,856.00		$ -		$ -
2	Street Tires - Installed	8	EA	$ 150.00	$ 1,200.00		$ -		$ -
3	Flip-up Windshield with Wiper - Installed	8	EA	$ 1,160.00	$ 9,280.00		$ -		$ -
4	Windshield Wiring Harness - Installed	8	EA	$ 40.00	$ 320.00		$ -		$ -
5	Hard Plastic Roof - Installed	8	EA	$ 420.00	$ 3,360.00		$ -		$ -
6	Roof Cable kit - Installed	8	EA	$ 30.00	$ 240.00		$ -		$ -
7	Street Legal Kit - Installed	8	EA	$ 190.00	$ 1,520.00		$ -		$ -
8	Side Mirrors - Installed	8	EA	$ 70.00	$ 560.00		$ -		$ -
9	Doc, Tire/Battery Fees	1	EA	N/A	N/A		$ -		$ -
10	Handling and Freight Charges	1	EA	Included	Included		$ -		$ -
			Grand Total :	**$ 100,336.00**		**$ -**		**$ -**	
			TERMS:	**N/A**					
			DELIVERY (Business Days):	**30**					
			CONFLICT OF INTEREST:	**Y**					
			ADDENDUM(0):	**N/A**					

TERMS AND CONDITIONS
2018 CAN-AM DEFENDER HD5 DPS UTILITY VEHICLES

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 the purchase of eight (8) Can-Am Defender HD5 DPS Utility Vehicles.

2. AWARD

Award will be **ALL OR NONE to the lowest responsive, responsible bidder.** Bidders must bid on all items to be considered. ALL awards are subject to the availability of funds.

3. TERM OF AGREEMENT

One-time Purchase.

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 items as necessary during the contract period.

8. PRICES

All prices must include all paint, shop supplies, tools, and any other items other than the parts required to perform the specified repairs as outlined in the bid documents.

9. 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.

10. 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.

11. 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.

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 services are delivered to the City of Jacksonville or its agencies. At a minimum, invoices must include; purchase order number, FM number, item number and description, date of service, hours of each item, unit prices, unit of measure, and extended totals. Payment terms are net 30 days. All original invoices shall be submitted to the City of Jacksonville, Fleet Management Division, 2581 Commonwealth Avenue, Jacksonville, FL 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. Failure to submit the required certification of insurance will be grounds for rejection of bid award.

(Remainder of page intentionally blank.)

QWS3270X 2/23/2018 3:40 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 02/23/2018
LINK TO: ACCOUNT SUMMARY INQUIRY 3:40 PM

FISCAL MO/YEAR : 05 2018 CURRENCY CODE :
INDEX CODE : AFFM513 FLEET MGMT-VEHICLE REPLACEMENT PAY-GO
SUBOBJECT : 06401 MOBILE EQUIPMENT
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	FEB 2018	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	28,651,619.84	28,651,619.84
EXPENDITURES	1,107,191.29	4,318,578.40	4,318,578.40
ENCUMBRANCES	2,694,851.87	20,106,556.30	20,106,556.30
PRE-ENCUMBRANCES	-79,759.81	.00	.00
REMAINING BALANCE	-3,722,283.35	4,226,485.14	4,226,485.14

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO

G014 - RECORD FOUND