SUBJECT: **PURCHASE OF MOTOR VEHICLES CITYWIDE**

BID# SC-0253-17 OPEN DATE: **2016-10-12**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:

Supply Contract - From date of award through September 30, 2017 with two (2) one (1) year renewal options

AGENCY: **FLEET MGMT**

BASIS OF AWARD: **By Group to the lowest responsive, responsible bidder**

NUMBER OF BIDS INVITED **19** NUMBER RECEIVED **4** OTHER **1**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to increase the award with Duval Ford LLC in the amount of $215,848.00 through the period ending September 30, 2017. Total revised estimated expenditure in the amount of $3,841,445.00.

Funding Source: AFFM512-06401 - $77,151.00; AFFM513-06401 - $138,697.00 - To be encumbered by purchase order

Attachments: Recommendation Memo and Previous Awards

BUYER: _____ RESPECTFULLY SUBMITTED: _____

ANNETTE BURNEY 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 _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE: _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

FORM GB-108, Revised 12/2007

FINANCE AND ADMINSTRATION DEPARTMENT

FLEET MANAGEMENT DIVISION

Jacksonville

Where Florida Begins.

Date: December 16, 2016

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 to increase SC-0253-17 Motor Vehicles

Fleet Management is requesting approval to increase award, SC-0253-17, originally awarded November 3, 2016 to Duval Ford LLC. Funds are needed to complete Fiscal Year 2017 in accordance with original bid specifications.

Total amount of increase $215,848.00 to exceed $3,841,445.00.

Funding Source: AFFM512-06401 in the amount of $77,151.00
AFFM513-06401 in the amount of $138,697.00

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

SUBJECT: **PURCHASE OF MOTOR VEHICLES CITYWIDE**

BID# SC-0253-17 OPEN DATE: **2016-10-12**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:

Supply Contract - From date of award through September 30, 2017 with two (2) one (1) year renewal options

AGENCY: **FLEET MGMT**

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

NUMBER OF BIDS INVITED 19 NUMBER RECEIVED 4 OTHER 1

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to reject all bids for Groups 1, 2, 3, & 4 due to submitted prices exceeding the budget. The specifications for Groups 1-4 will be revised and rebid in the near future.

Recommend approval of award to Duval Ford LLC for Group 5 to commence from date of award through September 30, 2017. Total estimated not to exceed expenditure in the amount of $3,625,597.00.

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

Attachments: Recommendation Memo, Tabulation, Rejection Letters and Terms and Conditions

BUYER: 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 4 MEMBERS DISAPPROVING 0 DATE: 11-3-16

OTHER:

ACTION OF AWARDING AUTHORITY DATE: 11/03/16

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

FORM GB-108, Revised 12/2007

TERMS AND CONDITIONS

PURCHASE OF MOTOR VEHICLES CITYWIDE

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 items and to obtain pricing commitments for the purchase of motor vehicles citywide.

AWARD

Award will be **BY GROUP to the lowest responsive, responsible bidder for award.** 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.

TERM OF AGREEMENT

The term of this agreement is October 1, 2016 through September 30, 2017, 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.