SUBJECT: PURCHASE OF MOTOR VEHICLES CITYWIDE

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

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 MANAGEMENT

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 to Duval Ford, LLC in the amount of $55,973.76 to purchase a 2 ¾ Ton Regular Cab 4x4 Pickup for the Mowing and Landscape Division for the period ending September 30, 2017. Total revised estimated expenditure not to exceed $4,243,710.76.

Funding Source – AFFM512-06401 - To be encumbered by purchase order.

Attachments: Recommendation Memo; Previous Awards

Analyst: _____ Annette Burney

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: C.J. THOMPSON, CHIEF OF 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 _____

FINANCE AND ADMINSTRATION DEPARTMENT

FLEET MANAGEMENT DIVISION

Jacksonville

Where Florida Begins.

Date: July 31, 2017

To: Gregory Pease, Chief of Procurement Division

Thru: C. K. 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 for a one time purchase of (2) ¾ Ton Regular Cab 4x4 Pickups for the Public Works/Mowing and Landscape Maintenance Division in accordance with original bid specifications.

Total amount of increase $55,973.76, not to exceed $4,243,7~~23~~10.00.

Funding Source: AFFM512-06401 in the amount of $55,986.88

EQUIPMENT ORDER FORM

Account # AFFm512-06401 Requisition # _____

Number of Units: 2

Unit Price: 27,986.88

Total of P.O.: 55,973.76

Exterior Color: _____

Interior Color: _____

Bid No: SC-0253-17

Vehicle Description: 3/4 TON REG. CAB 4X4

104	2018 F250 REG. CAB 4X4 PICK	25,456.00
108	RAISE GVW TO 9500 LBS STD. CAB	1,000.00
121	INSTALL VIT	85.00
122	INSTALL CUSTOMER SUPPLIED LIGHT BAR	100.00
124	SUPPLY AND INSTALL 4-CORNER LED LIGHT PACKAGE	375.00
132	SUPPLY AND INSTALL TINT	95.00
116	SUPPLY AND INSTALL SINGLE-LID DEEP TOOL BOX	300.00
	VIT	356.25
	SMALL AMBER LIGHT BAR	219.63

Total: 27,986.88

Department: PUBLIC WORKS

Agency: _____

Unit Number: _____

Vendor: _____

_____

Budget Transfer Line Item Detail

TRANSFER FROM: (Revenue line items in this area are being appropriated and expense line items are being de-appropriated.)

Total: $107,947.52

Rev Exp	SF ID	Subfund Title	Activity / Grant Title	Line Item / Subobject Title	Amount	Accounting Codes					
						Indexcode	Subobject	Project	Prj-Dtl	Grant	Grt-Dtl
EXP	011	GENERAL FUND - GENERAL SERVICE DISTRICT	ADMINISTRATION - PUBLIC WORKS	PERMANENT AND PROBATIONARY SALARIES	$40,000.00	PWOD011	01201				
EXP	011	GENERAL FUND - GENERAL SERVICE DISTRICT	ADMINISTRATION - PUBLIC WORKS	GROUP HOSPITALIZATION INSURANCE	$13,973.76	PWOD011	02304				
REV	512	MOTOR POOL - VEHICLE REPLACEMENT	FLEET MGMT-VEHICLE REPLACEMENT	INTERFUND-INTERNAL SERVICE FUNDS	$53,973.76	AFFM512	341200				

TRANSFER TO: (Revenue line items in this area are being de-appropriated and expense line items are being appropriated.)

Total: $107,947.52

Rev Exp	SF ID	Subfund Title	Activity / Grant Title	Line Item / Subobject Title	Amount	Accounting Codes					
						Indexcode	Subobject	Project	Prj-Dtl	Grant	Grt-Dtl
EXP	011	GENERAL FUND - GENERAL SERVICE DISTRICT	MOWING AND LANDSCAPE MAINTENANCE	ISA-FLEET VEHICLE REPLACEMENT	$53,973.76	PWML011	04213				
EXP	512	MOTOR POOL - VEHICLE REPLACEMENT	FLEET MGMT-VEHICLE REPLACEMENT	MOBILE EQUIPMENT	$53,973.76	AFFM512	06401				

City of Jacksonville, Florida
Request for Budget Transfer Form

22

Public Works / Mowing and Landscape Maintenance Division
Department or Area Responsible for Contract / Compliance / Oversight

Countywide
Council District(s)

Reversion of Funds: N/A
(if applicable) Subfund / Indexcode / Subobject / Project Prj-Dtl / Grant Grt-Dtl

N/A
Fiscal Yr(s) of carry over (all-years funds do not require a carryover)

Section of Code Being Waived (if applicable): N/A

CIP (yes or no): No

Justification for Waiver

No waiver being sought.

Justification for / Description of Transfer:

To transfer funding to the Mowing and Landscape Maintenance Division in order to purchase two new vehicles. The vehicles are being purchased due to the addition of two FTE's to support the city's urban forestry program.

Total Amount Appropriated: $53,973.76

CITY COUNCIL

Requesting Council Member: _____ CM's District: _____

Requesting Council Member: _____ CM's District: _____

Prepared By: _____ Ordinance: _____

OFFICE OF THE MAYOR

☐ BUDGET ORDINANCE ☒ TRANSFER DIRECTIVE

TD / BT Number: TD17-377

	Date Rec'd.	Date Fwd.	Approved	Disapproved
Department Head	6/27/17	6/27/17		
Mayor's Office	JUL 1 0 2017			
Accounting Division	7-5-17			
Budget Division	6-28-17			

Date of Action By Mayor: JUL 1 0 2017

Approved: _____

APPROVED BY: MAYOR'S BUDGET REVIEW COMMITTEE

JUL 1 0 2017

DATE _____

Division Chief: Dave McDaniel, Chief of Mowing and Landscape Maintenance

Date Initiated: 6/27/17

Prepared By: Alberto J. "A.J." Souto

Phone Number: 255 - 8508

Initiated / Requested By (if other than Department): _____

City of Jacksonville, Florida
Request for Budget Transfer Form

Public Works / Mowing and Landscape Maintenance Division
Department or Area Responsible for Contract / Compliance / Oversight

Countywide
Council District(s)

Reversion of Funds: N/A
(if applicable) Subfund / Indexcode / Subobject / Project Prj-Dtl / Grant Grt-Dtl

N/A
Fiscal Yr(s) of carry over (all-years funds do not require a carryover)

Section of Code Being Waived (if applicable): N/A

CIP (yes or no): No

Justification for Waiver

No waiver being sought.

Justification for / Description of Transfer:

TD17-347, approved at the 7/10/17 MBRC meeting, transferred funding to the Mowing and Landscape Maintenance Division in order to purchase two new vehicles. The vehicles are being purchased due to the addition of two FTE's to support the city's urban forestry program. The vehicles costs have come in slightly higher than anticipated due to the four wheel drive feature being omitted from the original estimate.

Total Amount Appropriated: $2,000.00

CITY COUNCIL

Requesting Council Member: _____ CM's District: _____

Requesting Council Member: _____ CM's District: _____

Prepared By: _____ Ordinance: _____

OFFICE OF THE MAYOR

☐ BUDGET ORDINANCE ☒ TRANSFER DIRECTIVE

TD / BT Number: **TD17-385**

	Date Rec'd.	Date Fwd.	Approved	Disapproved
Department Head	7/21/17	7/21/17	John P. Pappas	
Mayor's Office				
Accounting Division				
Budget Division	7/21/17	7/21/17		

Date of Action By Mayor: _____ Approved: _____

Division Chief: Dave McDaniel, Chief of Mowing and Landscape Maintenance

Date Initiated: 7/21/17

Prepared By: Alberto J. "A.J." Souto

Phone Number: 255 - 8508

Initiated / Requested By (if other than Department): _____

SUBJECT: PURCHASE OF MOTOR VEHICLES CITYWIDE

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

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 MANAGEMENT

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 award to Duval Ford, LLC in the amount of $98,020.00 for a one time purchase of four (4) 2017 Ford F-150 Pickups for the Planning & Development/Building Inspection Division through the period ending September 30, 2017. Total revised estimated expenditure not to exceed $4,187,737.00.

Funding for this award to be encumbered by account AFFM512-06401 to be executed by purchase order.

Attachments: Recommendation Memo; Previous Awards

Analyst: STEVEN BURAKOWSKI

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: C.J. THOMPSON, CHIEF OF 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: 6/01/17

OTHER:

ACTION OF AWARDING AUTHORITY DATE 6/01/17

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

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 $43,953.00 through the period ending September 30, 2017. Total revised estimated expenditure in the amount of $4,089,717.00.

Funding Source: AFFM512-06401 - To be encumbered by purchase order

Attachments: Recommendation Memo and Previous Awards

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 3 MEMBERS DISAPPROVING Ø DATE: 3/02/17

OTHER:

ACTION OF AWARDING AUTHORITY

DATE. 3/02/17

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

FORM GB-108, Revised 12/2007

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 $204,319.00 through the period ending September 30, 2017. Total revised estimated expenditure in the amount of $4,045,764.00.

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

Attachments: Recommendation Memo and Previous Awards

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 3 MEMBERS DISAPPROVING 0 DATE: 1/12/17

OTHER:

ACTION OF AWARDING AUTHORITY DATE: 1/12/17

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

FORM GB-108, Revised 12/2007

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 b dder

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: AFFM512-09401 - $77,151.00, AFFM513 09401 - $138 697.00 - To be encumbered by purchase order

Attachments: Recommendation Memo and Previous Awards

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 3 MEMBERS DISAPPROVING 0 DATE: 12/22/16

OTHER

ACTION OF AWARDING AUTHORITY TE 12/22/16

APPROVED ✓ DISAPPRO E

OTHER

SIGNATURE OF AUTHENTICATION

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

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

FORM GB-108, Revised 12/2007

11/3/2016	$	3,625,597.00
12/22/2016	$	215,848.00
1/11/2017	$	204,319.00
3/2/2017	$	43,953.00
6/1/2017	$	98,020.00
GGAC	$	55,973.76
NTE	$	4,243,710.76

QWS3270X 7/31/2017 9:46 AM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 07/31/2017
LINK TO: ACCOUNT SUMMARY INQUIRY 9:46 AM

FISCAL MO/YEAR : 10 2017 CURRENCY CODE :
INDEX CODE : AFFM512 FLEET MGMT-VEHICLE REPLACEMENT
SUBOBJECT : 06401 MOBILE EQUIPMENT
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	JULY 2017	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	55,973.76	517,573.87	517,573.87
EXPENDITURES	1,612.53	184,045.53	184,045.53
ENCUMBRANCES	-1,612.53	224,657.51	224,657.51
PRE-ENCUMBRANCES	.00	.00	.00
REMAINING BALANCE	55,973.76	108,870.83	108,870.83

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

G014 - RECORD FOUND

QWS3270X 7/31/2017 9:50 AM
FAML6500 V5.1 ** NW COJ FAMIS PRODUCTION ** 07/31/2017
LINK TO: ACCOUNT DETAIL INQUIRY 9:50 AM

FISCAL MO/YR : 10 2017 JULY 2017 CURRENCY CODE :
INDEX : AFFM512 FLEET MGMT-VEHICLE REPLACEMENT
SUBOBJ : 06401 MOBILE EQUIPMENT USERCD :
PROJ : PJDTL :
GRANT : GR DTL :
G/L : - T/C :
CLASS : 34 BUDGET FT/F/SF:

S	POST DATE	T/C	DOCUMENT	DOCUMENT REF	CHECK NO	AMOUNT
	---------- D E S C R I P T I O N ----------				VENDOR	
	07/14/2017	035	TDPW17347A	05		53,973.76
	RECORD TD17-347, APP MBRC 07/10/2017					
	07/28/2017	035	TBPW17385A	04		2,000.00
	RECORD TD17-385, APP 07/21/2017					

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F7-PRIOR PG F8-NEXT PG F9-LINK
G014 - RECORD FOUND