Docusign Envelope ID: 08A57378-541F-4213-8FA9-29834155B60E

City of Jacksonville, Florida

Procurement Award Form (PAF)

Part 1 – Form Type: JPAC 126.204 (a) New Award, Renewals, Waive Technical Defects, Price Increases, NTE Increases.

Goods and/or Services: Collision Repair, Paint and Dent Removal Services

Requested Action and Justification:

Recommend approval to award the first renewal option to various suppliers for Collision Repairs, Paint and Dent Removal Services. Total revised estimated annual expenditure is $940,500.00, for a new total not-to-exceed $4,464,018.24.

Group 1: Nimnicht Chevrolet Company - POA-70469-23 - Supplier did not renew. NTE remains $943,018.24
North Florida Motor Company - POA-70468-23 increase by $410,000.00; NTE $1,835,000.00
Asbury Automobile Group (Coggins) - POA-70813-24 increase by $150,000.00; NTE $545,000.00
TT of Jacksonville (Jacksonville Chrysler) - POA-70810-24 increase by $280,500.00; NTE $821,000.00
Group 2: Universal Body Company - POA-70466-23 increase by $100,000.00; NTE $320,000.00

Supplier:	Various	**Basis of Award:**	LPTA	**BID Opening Date:**	4/12/2023

POA #:	Various	**PO #:**	N/A	**Change Order #:**	4
Solicitation #:	ITB SC-0326 23	**Contract #:**	N/A	**Contract ADM #:**	N/A
Term:	3 years	**Options:**	2, 1 year	**Options Used:**	0

Federally Funded:	No	**JSEB Rec:**	Encouragement
Licenses Verified:	N/A	**JSEB %:**	0
Bonds Required:	No	**Bonds Waived Pursuant To:**	N/A

Fund:	51101	**Center:**	114005	**Acct:**	546010	**Proj:**	000000	**Activity:**	00000000	$	940,500.00
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$	
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$	

New NTE/GMP:	$ 4,464,018.24	**Contingent Amt:**	$ 0	**DMP/ODPO Amt:**	$ 0

Using Agency/BU:	ASFM:FLEET MANAGEMENT		
Concurrence:	Signed by: Schwarz, Kyle 3E6462FE283E44E...	**Title:**	FLEET MANAGEMENT ADMINISTRATOR 4/22/2026
Concurrence:	Pracher, Eric 9B60722B731B427...	**Title:**	CHIEF OF FLEET MANAGEMENT 4/22/2026
Concurrence:		**Title:**	
Concurrence:		**Title:**	

Procurement Analyst/Buyer:	Signed by: Ruth Keith C58E7E28D7B54E9...	**Chief of Procurement:**	Signed by: 4/28/2026
Name:	Ruth Keith	**Name:**	Dustin L. Freeman B10F1D517352456...

Part 2 – JPAC Action: All award actions subject to lawfully appropriated funds.		**Part 3 – Final Awarding Authority Action:**	
Members who approve:		**Action:**	
Members who disapprove:		**Signature:**	
Date:		**Date:**	

Docusign Envelope ID: 08A57378-541F-4213-8FA9-29834155B60E

PAF Instructions
Part 1 (using agency)

Form Type: This form will be used for both Administrative Awards and JPAC Requests. Select type from dropdown options.

Goods and/or Services: Enter a brief description of the types of goods and services included in the request.

Requested Action and Justification: Enter a brief description of the requested action or authority being sought. i.e.; *Request permission to award the lowest, responsive responsible bidder for an ITB or award the highest ranked supplier for an RFP.* This block should also be used for additional information such as additional 4th account strings, or other information essential for contract execution.

Supplier: Enter awarded supplier name**.** If multiple, include in "Requested Action and Justification" box.

Basis of Award: Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA) or N/A.

Bid Opening Date: The date bids were unsealed by Procurement.

POA #: This is your 1Cloud generated Agreement number. Select Type, Enter Number.

PO #: Enter the PO number or agreement release number.

Change Order #: Provide the applicable change order number represented by this request.

Solicitation #: Select Prefix type, Enter Number, and Year.

Contract #: This number should be the same as your POA number (unless procured prior to 2020)

Contract Amendment #: Provide the applicable amendment number represented by this request.

Term: Select the Period of Performance or Term for the initial period.

Options: Period of time for each renewal or option.

Options Used: Prior to this request, enter how many options were already used.

Federally Funded: Select yes or no from dropdown if Federal Funds will be used.

JSEB Rec: Select Encouragement or JSEB Set Aside Option.

JESB %: If JSEB Participation, enter the percentage.

Bonds Waived Pursuant to: Select option from Drop down.

Funding Sources: Fund/Center/Account/Project/Activity, all fields are required even if zeros.

New NTE/GMP: Enter the new total not to exceed amount. Note, this should match the contract maximum indebtedness, if applicable**.**

Contingent Amount: If your agency requests an allowance for unforeseen additional expenses, then specify the amount of your requested increase and new NTE that represents the contingency allowance. This is over and above any quote.

DMP/ODPO Account: Enter the Direct Materials Purchase/Owner Direct Purchase Order Account. Used mainly for CIP (Capital Improvement/Construction) Projects

Using Agency/BU: Select one from the dropdown list.

Concurrence: Using Agency internal routing requirements for Electronic Signatures (follow Proc Manual for threshold requirements)

Title: Title of person electronically signing form.

Attachments: Included any supplemental information to the Procurement Award Form. i.e.; *Scope of work, previous awards*.

**Any field where there is no data available, or no entry is required, either leave it blank or enter N/A. Any fields where there is known data, include for informational purposes. Any changes to an original award should contain the data that is being changed and any other relevant data required for JPAC review and approval.*

Docusign Envelope ID: 08A57378-541F-4213-8FA9-29834155B60E

City of Jacksonville, Florida

Procurement Award Form (PAF)

Part 1 – Form Type: JPAC Award Request: Renewals, Extensions, and Unit Price Increases

Goods and/or Services: Collision Repair, Paint and Dent Removal Services

Requested Action and Justification:

Recommend approval to increase the award to various suppliers as listed below for FY26 repairs for period ending May 7, 2026, with two (2) one (1) year renewal options remaining. Total revised estimated annual expenditure is $1,373,518.24. Total not-to-exceed amount is $3,523,518.24.

Group 1: Nimnicht Chevrolet Company POA-70469-23 increase by $433,018.24; NTE $943,018.24
North Florida Motor Company POA-70468-23 increase by $410,000.00; NTE $1,425,000.00
Asbury Automobile Group (Coggins) - POA-70813-24 increase by $150,000.00; NTE $395,000.00
TT of Jacksonville (Jacksonville Chrysler) - POA-70810-24 increase by $280,500.00 NET $540,500.00
Group 2: Universal Body Company - POA-70466-23 increase by $100,000.00; NTE $220,000.00

Supplier:	Various	**Basis of Award:**	LPTA	**BID Opening Date:**	4/12/2023

POA #:	Various	**PO #:**	N/A	**Change Order #:**	3
Solicitation #:	ITB SC-0326 23	**Contract #:**	N/A	**Contract ADM #:**	0
Term:	3 years	**Options:**	(2), 1-year renewal	**Options Used:**	0

Federally Funded:	No	**JSEB Rec:**	Encouragement
Licenses Verified:	N/A	**JSEB %:**	0
Bonds Required:	No	**Bonds Waived Pursuant To:**	N/A

Fund:	51101	**Center:**	114005	**Acct:**	546010	**Proj:**	000000	**Activity:**	00000000	$ 1,373,518.24
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$

New NTE/GMP:	$ 3,513,518.24	**Contingent Amt:**	$ 0	**DMP/ODPO Amt:**	$ 0

Using Agency/BU:	ASFM:FLEET MANAGEMENT			
Concurrence:	Signed by: Schwarz, Kyle. 3E6462FE2D3E44F...	**Title:**	FLEET MANAGEMENT ADMINISTRATOR	10/29/2025
Concurrence:	9B60722B731B427...	**Title:**	CHIEF OF FLEET MANAGEMENT	10/30/2025
Concurrence:		**Title:**		
Concurrence:		**Title:**		

Procurement Analyst/Buyer:	Signed by: Ruth Keith C58E7F2B07B34E9...	**Chief of Procurement:**	Signed by: B19F1D517362458... 11/4/2025
Name:	Ruth Keith	**Name:**	Dustin L. Freeman

Part 2 – JPAC Action: All award actions subject to lawfully appropriated funds.		**Part 3 – Final Awarding Authority Action:**	
Members who approve:	3	**Action:**	Approved
Members who disapprove:	0	**Signature:**	Signed by: kelli O'Leary 92A2898FE95E4AC...
Date:	11/6/2025	**Date:**	11/6/2025

Signed by:

Docusign Envelope ID: 08A57378-541F-4213-8FA9-29834155B60E

PAF Instructions
Part 1 (using agency)

Form Type: This form will be used for both Administrative Awards and JPAC Requests. Select type from dropdown options.

Goods and/or Services: Enter a brief description of the types of goods and services included in the request.

Requested Action and Justification: Enter a brief description of the requested action or authority being sought. i.e.; *Request permission to award the lowest, responsive responsible bidder for an ITB or award the highest ranked supplier for an RFP.* This block should also be used for additional information such as additional 4th account strings, or other information essential for contract execution.

Supplier: Enter awarded supplier name**.** If multiple, include in "Requested Action and Justification" box.

Basis of Award: Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA) or N/A.

Bid Opening Date: The date bids were unsealed by Procurement.

POA #: This is your 1Cloud generated Agreement number. Select Type, Enter Number.

PO #: Enter the PO number or agreement release number.

Change Order #: Provide the applicable change order number represented by this request.

Solicitation #: Select Prefix type, Enter Number, and Year.

Contract #: This number should be the same as your POA number (unless procured prior to 2020)

Contract Amendment #: Provide the applicable amendment number represented by this request.

Term: Select the Period of Performance or Term for the initial period.

Options: Period of time for each renewal or option.

Options Used: Prior to this request, enter how many options were already used.

Federally Funded: Select yes or no from dropdown if Federal Funds will be used.

JSEB Rec: Select Encouragement or JSEB Set Aside Option.

JESB %: If JSEB Participation, enter the percentage.

Bonds Waived Pursuant to: Select option from Drop down.

Funding Sources: Fund/Center/Account/Project/Activity, all fields are required even if zeros.

New NTE/GMP: Enter the new total not to exceed amount. Note, this should match the contract maximum indebtedness, if applicable**.**

Contingent Amount: If your agency requests an allowance for unforeseen additional expenses, then specify the amount of your requested increase and new NTE that represents the contingency allowance. This is over and above any quote.

DMP/ODPO Account: Enter the Direct Materials Purchase/Owner Direct Purchase Order Account. Used mainly for CIP (Capital Improvement/Construction) Projects

Using Agency/BU: Select one from the dropdown list.

Concurrence: Using Agency internal routing requirements for Electronic Signatures (follow Proc Manual for threshold requirements)

Title: Title of person electronically signing form.

Attachments: Included any supplemental information to the Procurement Award Form. i.e.; *Scope of work, previous awards*.

**Any field where there is no data available, or no entry is required, either leave it blank or enter N/A. Any fields where there is known data, include for informational purposes. Any changes to an original award should contain the data that is being changed and any other relevant data required for JPAC review and approval.*

Docusign Envelope ID: 08A57378-541F-4213-8FA9-29834155B60E

City of Jacksonville, Florida

Procurement Award Form (PAF)

Part 1 – Form Type: JPAC Award Request: Renewals, Extensions, and Unit Price Increases

Goods and/or Services: Collision Repair, Paint and Dent Removal Services

Requested Action and Justification:

Recommend approval to increase the award to Universal Body Company for Group 2 by $40,000.00 for additional repairs. Total revised expenditure for Universal Body Company is $120,000.00. The new total not-to-exceed amount will be $2,150,000.00.

Group 1 remains the same
Nimnicht Chevrolet Company - POA-70469-23 NTE $510,000.00
North Florida Motor Company - POA-70468-23 NTE $1,015,000.00.00
Asbury Automotive Group Inc. (Coggin) - POA-70813-24 NTE $245,000.00
TT of Jacksonville (Jacksonville Chrysler) - POA-70810-24 NTE $260,000.00

*To be encumbered by purchase orders

Supplier:	Universal Body Company, Inc.	**Basis of Award:**	LPTA	**BID Opening Date:**	4/12/2023

POA #:	70466-23	**PO #:**	682389-25	**Change Order #:**	2
Solicitation #:	ITB SC-326 23	**Contract #:**	N/A	**Contract Amd #:**	N/A
Term:	3 years	**Options:**	2	**Options Used:**	0

Federally Funded:	N/A	**JSEB Rec:**	Encouragement	**Bonds Waived Pursuant To:**	N/A
Licenses Verified:	N/A	**JSEB %:**	0		

Fund:	51101	**Center:**	114005	**Acct:**	546010	**Proj:**	000000	**Activity:**	00000000	$ 40,000.00
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$

New NTE/GMP:	$ 2,080,000.00	**Contingent Amt:**	$ 0	**DMP/ODPO Amt:**	$ 0

Using Agency/BU:	ASFM:FLEET_MANAGEMENT			
Concurrence:	Signed by: Schwarz, Kyle 3E6462FE263E44F...	**Title:**	FLEET MANAGEMENT ADMINISTRATOR	7/1/2025
Concurrence:	Pracher, Erik 9B60722B731B427...	**Title:**	CHIEF OF FLEET MANAGEMENT	7/1/2025
Concurrence:		**Title:**		
Concurrence:		**Title:**		

Procurement Analyst/Buyer:	Signed by: Ruth Keith E3159B5EBD42F...	**Chief of Procurement:**	DocuSigned by: B19F1D517352458...	7/8/2025
Name:	Ruth Keith	**Name:**	Dustin L. Freeman	

Part 2 – JPAC Action: All award actions subject to lawfully appropriated funds.		**Part 3 – Final Awarding Authority Action:**	
Members who approve:	3	**Action:**	Approved
Members who disapprove:	0	**Signature:**	DocuSigned by: Karen Bowling 1C34E1215562481...
Date:	7/10/2025	**Date:**	7/10/2025

DS
Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02

Docusign Envelope ID: 08A57378-541F-4213-8FA9-29834155B60E

PAF Instructions
Part 1 (using agency)

Form Type: This form will be used for both Administrative Awards and JPAC Requests. Select type from dropdown options.

Goods and/or Services: Enter a brief description of the types of goods and services included in the request.

Requested Action and Justification: Enter a brief description of the requested action or authority being sought. i.e.; *Request permission to award the lowest, responsive responsible bidder for an ITB or award the highest ranked supplier for an RFP.* This block should also be used for additional information such as additional 4th account strings, or other information essential for contract execution.

Supplier: Enter awarded supplier name**.** If multiple, include in "Requested Action and Justification" box.

Basis of Award: Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA) or N/A.

Bid Opening Date: The date bids were unsealed by Procurement.

POA #: This is your 1Cloud generated Agreement number. Select Type, Enter Number.

PO #: Enter the PO number or agreement release number.

Change Order #: Provide the applicable change order number represented by this request.

Solicitation #: Select Prefix type, Enter Number, and Year.

Contract #: This number should be the same as your POA number (unless procured prior to 2020)

Contract Amendment #: Provide the applicable amendment number represented by this request.

Term: Select the Period of Performance or Term for the initial period.

Options: Period of time for each renewal or option.

Options Used: Prior to this request, enter how many options were already used.

Federally Funded: Select yes or no from dropdown if Federal Funds will be used.

JSEB Rec: Select Encouragement or JSEB Set Aside Option.

JESB %: If JSEB Participation, enter the percentage.

Bonds Waived Pursuant to: Select option from Drop down.

Funding Sources: Fund/Center/Account/Project/Activity, all fields are required even if zeros.

New NTE/GMP: Enter the new total not to exceed amount. Note, this should match the contract maximum indebtedness, if applicable**.**

Contingent Amount: If your agency requests an allowance for unforeseen additional expenses, then specify the amount of your requested increase and new NTE that represents the contingency allowance. This is over and above any quote.

DMP/ODPO Account: Enter the Direct Materials Purchase/Owner Direct Purchase Order Account. Used mainly for CIP (Capital Improvement/Construction) Projects

Using Agency/BU: Select one from the dropdown list.

Concurrence: Using Agency internal routing requirements for Electronic Signatures (follow Proc Manual for threshold requirements)

Title: Title of person electronically signing form.

Attachments: Included any supplemental information to the Procurement Award Form. i.e.; *Scope of work, previous awards*.

**Any field where there is no data available, or no entry is required, either leave it blank or enter N/A. Any fields where there is known data, include for informational purposes. Any changes to an original award should contain the data that is being changed and any other relevant data required for JPAC review and approval.*

Docusign Envelope ID: 08A57378-541F-4213-8FA9-29834155B60E

City of Jacksonville, Florida
Procurement Award Form (PAF)

Part 1: Form Type JPAC Award Request and Administrative Details

Goods and/or Services: SC-0326-23 Collision Repair, Paint and Dent Removal Services

Requested Action/Authority:

Request approval to increase the award to various suppliers (see below) for collision repair, paint and dent removal services by $940,000.00. Total revised not-to-exceed award amount will be $2,040,000.00. Period of Service is May 8, 2023, through May 7, 2026, with two (2) one (1) year renewal options.

Justification/Explanation:

POA-70469-23 increase $260,000.00 – Nimnicht Chevrolet Company; POA-70468-23 increase $445,000.00 – North Florida Motor Company; POA-70466-23 increase $30,000.00 – Universal Body Company, Inc.; POA-70813-24 increase $95,000.00 – Asbury Automotive Group Inc.; POA-70810-24 increase $110,000.00 – TT of Jacksonville

Legal Contract #:	N/A	Contract Date:	5/8/2023	Change Order/AMD #:	2	
PO/Release #:	POA-70469-2	Bid Date:	04/12/2023	Awarded Supplier:	Various	
Licenses Verified:	N/A	Effective Date:	09/19/2024	Basis of Award:	LPTA	
Federally Funded:	N/A	No. Invited:	17	Responses Received:	6	Attachments:
Solicitation:	N/A - SC-0326 - 23			Procurement Contract #:	POA - 70168-23	
Executed By:	Procurement					

PoP:Base:	3 years	Options:	Two (2) One (1) Year Renewal	Extension(s):	N/A
JSEB Rec.:	Encouragement	%:	0	Bonds Waived Pursuant To:	N/A

Fund:	51101	Center:	114003	Acct:	564010	Proj:	00000000	Activity:	0000000000	$	940,000.00
Fund:		Center:		Acct:		Proj:		Activity:		$	
Fund:		Center:		Acct:		Proj:		Activity:		$	

New NTE/GMP:	$ 2,040,000.00	Contingent Amount:	$ 0	DMP/ODPO Amount:	$ 0

Using Agency/BU:	AFFM:FLEET_MANAGEMENT			
Concurrence:	Signed by: Preacher, Erik 9B60722B731B427...	Title:	FLEET MANAGEMENT ADMINISTRATOR	9/11/2024
Concurrence:		Title:		
Concurrence:		Title:		
Concurrence:		Title:		

Procurement Analyst/Buyer:	Signed by: Warchol, LeeAnn 72F42AB443D04B7...	Chief of Procurement:	Signed by: Robert Waremburg, for Dustin Freeman 4912CA1D431247A... 9/16/2024
Name:	Warchol, LeeAnn	Name:	Dustin L. Freeman

Part 2: JPAC Actions on Above Requests/Recommendations
All Award Actions Subject to Lawfully Appropriated Funds

Members Who Approve:	3
Members Who Disapprove:	0
Other Action:	N/A

Date: 9/19/2024

Part 3: Final Awarding Authority Action

Action: Approved

Date: 9/20/2024

Signature: DocuSigned by: Karen Bowling 1C34E12155624B1...

DS
Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02

Docusign Envelope ID: 08A57378-541F-4213-8FA9-29834155B60E

PAF Instructions

Form Type: Select the type of award from the dropdown options. This form will be used for all Procurement awards (Administrative Awards and JPAC Requests).

Goods and/or Services: Enter a brief description of the types of goods and services included in the request.

Requested Action/Authority: Enter a brief description of the requested action or authority being sought. i.e.; *request permission to award to the lowest, responsive responsible bidder for ITB or award the highest ranked supplier for an RFP*.

Justification/Explanation: Enter a brief justification or explanation for the requested action. Use this box to add any additional information such as additional account strings, or other information essential for contract execution.

Legal Contract Number: Provide the existing City contract number if applicable. This will be the same number as your POA number.

Contract Date: Select the effective date for the contract using the calendar option in the form. Leave blank for contracts to become effective on the execution date.

Change Order/AMD #: Provide the applicable Change Order or Amendment number represented by this request.

Date: Enter the date of PAF submission.

Effective Date: Enter the effective date of requested authority and/or action.

Solicitation: Select the competitive procurement method used (1Cloud generated prefix), enter the 1Cloud generated numbering sequence, and 1Cloud generated fiscal year of solicitation

Basis of Award: Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA),

Procurement Contract #: This is your PO number. Select Type, Enter Number

PO/Release Number: Enter PO Release Number

Awarded Supplier: Enter Awarded Supplier Name

Federally Funded: Select yes or no from dropdown if Federal Funds will be used.

Responses Received: This is the number of responses received.

No Bids Received: The number of responses received that indicated supplier would not bid.

Executed By: Select whether executed by OGC or JPAC / Chief of Procurement

PoP Base: Select the Period of Performance for the initial period.

Options: Period for each renewal period i.e. one (1) two (2) year.

Docusign Envelope ID: 08A57378-541F-4213-8FA9-29834155B60E

Extensions: How many extensions have we preformed after the initial base period and option periods have been completed?

JSEB Goal: Select the percentage established by JSEB.

JESB Other: Select Encouragement or Set Aside Option

Bonds Waived Pursuant to: Select authority allowing bonds to be waived.

Funding Source: Fund/Center/Account/Project/Activity, all fields are required even if zeros.

New NTE/GMP: Enter the new total not to exceed the amount. Note, this should match the contract maximum indebtedness, if applicable**.**

Contingent Amount: If your agency requests an allowance for unforeseen additional expenses, then specify the amount of your requested increase and new NTE that represents the contingency allowance. This is over and above any quote.

DMP/ODPO Amount: Enter the total Direct Materials Purchase/Owner Direct Purchase Order amount for project.

Attachments: Name any attachments included as supplemental information to the PAF.

Using Agency/BU: This should be the requesting agency/requirement owner.

Concurrence: Electronic Signature

Title: Enter the title of person electronically signing form.

**Any fields where there is no data available, or no entry is required, either leave it blank or enter N/A. Any fields where there is known data, include for informational purposes. Any changes to an original award should contain the data that is being changed and any other relevant data required for JPAC review and approval.*

Docusign Envelope ID: 08A57378-541F-4213-8FA9-29834155B60E

SUBJECT: Collision Repair, Paint and Dent Removal Services

BID #: SC-0326-23 **OPEN DATE: 4/12/2023**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Three years 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: (17) **NUMBER RECEIVED:** (6) **OTHER:** (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to reject Group 1, Universal Body for not having a Gold Class Rating, and DJ's Collision Center for not signing the bid form. Recommend approval to update specifications and rebid Group 3 separately. Recommend approval of award to the lowest responsive, responsible bidders in Group 1 in the amount of $600,000.00 and Group 2 in the amount of $50,000.00 as follows:

Group 1: Jacksonville Chrysler Jeep Dodge Ram Baymeadows - $150,000.00
North Florida Lincoln - $150,000.00
Coggin Collision of Arlington - $150,000.00
Nimnicht Chevrolet - $150,000.00

Group 2: Universal Body Company - $50,000.00

Period of service is three years from date of award, with two (2) one (1) year renewal options. Estimated initial expenditure amount not-to-exceed $650,000.00.

Funding Source: 51101.114003.564010.000000.00000000.00000.000000 – To be encumbered by purchase order

Attachments: Recommendation Memo, Rejection Letters, Bid Tabulation, Terms & Conditions, Specifications

ANALYST: Corey Sidlo **RESPECTFULLY SUBMITTED** DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Crisencio Tongol, 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: 5/4/2023

OTHER:

ACTION OF AWARDING AUTHORITY DATE 5/8/23

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

Docusign Envelope ID: 08A57378-541F-4213-8FA9-29834155B60E

FINANCE AND ADMINSTRATION DEPARTMENT

FLEET MANAGEMENT DIVISION

Jacksonville
Where Florida Begins.

Date: April 25, 2023

To: Dustin Freeman, Chief of Procurement Division

Thru: Cris Tongol, Chief of Fleet Management Division

From: Eric Preacher, Fleet Management Administrator

Re: Recommendation of Award for SC-0326-23 Collision Repair, Paint and Dent Removal Services

Fleet Management Division is recommending rejecting Group 1, Universal Body for not having Gold Class Rating and DJ's Collision Center for not signing the bid form. Requesting approval to update specifications and rebid Group 3 separately.

Fleet Management Division is recommending award for Group 1 in the amount of $600,000.00 to various suppliers and Group 2 in the amount of $50,000. Period of Service is three (3) years from date of award with two (2) one (1) year renewal options. Estimated amount of expenditure not to exceed is $650,000.00.

Group 1: Jax Chrysler Jeep Dodge Ram Baymeadows - $150,000.00
North Florida Lincoln - $150,000.00
Coggin Collision of Arlington - $150,000.00
Nimnicht Chevrolet - $150,000.00

Group 2: Universal Body Company - $50,000.00

Funding Source: 51101.114003.564010.000000.00000000.00000.000000
FY23/FY24 to be encumbered by purchase order

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

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Sidlo, Corey

From: Kurtz, Sheryl
Sent: Tuesday, May 2, 2023 2:36 PM
To: Sidlo, Corey
Cc: Preacher, Erik
Subject: RE: SC-0326-23 COLLISION REPAIR, PAINT & DENT REMOVAL SERVICES
Attachments: Supplier checklist.pdf; Recommendation.pdf

Fleet Management visited all the vendor locations and had a check list of the requirements. That is the clarification on the gold star w/group 1. I have attached copies. Also, the updated memo.

Thank you,

Sheryl Kurtz
Equipment Procurement Coordinator
Fleet Management Division
904-255-7465
skurtz@coj.net

From: Sidlo, Corey <CSidlo@coj.net>
Sent: Tuesday, May 2, 2023 2:25 PM
To: Kurtz, Sheryl <SKURTZ@coj.net>
Subject: RE: SC-0326-23 COLLISION REPAIR, PAINT & DENT REMOVAL SERVICES

Thanks Sheryl. We'll need an updated memo that removes the line on rejecting Dodge/Chrysler, etc. and simply says we'll update specs and rebid Group 3 later. -The main thing is clarification on the gold star w/ Group 1. ☺

Sincerely,

Corey Sidlo
Purchasing Analyst
Procurement Division
City of Jacksonville
214 N. Hogan Street, Suite 833
Jacksonville, FL 32202
Phone: 904-255-8815
Email: csidlo@coj.net

24+ year military veteran, serving the City of Jacksonville

CITY OF JACKSONVILLE

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that fact and delete the copy you received. It is a violation of Federal Law to print, copy, retransmit, disseminate, or otherwise use this information.

From: Sidlo, Corey
Sent: Tuesday, May 2, 2023 9:00 AM
To: Preacher, Erik <ErikP@coj.net>; Kurtz, Sheryl <SKURTZ@coj.net>
Subject: SC-0326-23 COLLISION REPAIR, PAINT & DENT REMOVAL SERVICES
Importance: High

Good morning Erik & Sheryl,

A few questions came up during the review process that may push the subject to next week's GGAC. Questions are as follows:

1) Regarding the recommendation to reject Group 1, Universal Body for not having Gold Class Rating – how did fleet assess this for everyone (it wasn't required to show proof during the submission process that I can see, other than we is written on page 30). Page 30 of the bid doc reads, "All awarded shops must maintain ICAR Gold/Platinum Certification for the duration of the bid."

2) Regarding the recommendation to reject Group 3, Jacksonville Chrysler Jeep Dodge Ram Baymeadows, how did Fleet identify on their bid submission that they are subletting?

Thank you for your insight.

Sincerely,

Corey Sidlo
Purchasing Analyst
Procurement Division
City of Jacksonville
214 N. Hogan Street, Suite 833
Jacksonville, FL 32202
Phone: 904-255-8815
Email: csidlo@coj.net

24+ year military veteran, serving the City of Jacksonville

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COLLISION REPAIR VENDOR QUALIFICATION

CHECK OFF LIST

VENDOR: Universal Body DATE: 4-24-2023

1. Secure Storage ✓
2. 6 Foot Fence or Enclosed Shop ✓
3. Facilities Located inside COJ boundaries ✓
4. OSHA/EPA approved Paint Booth meets bid requirements ✓
5. ICAR Gold Class X
6. Posses all tools required to perform the scope of services ✓
7. Group II only: Large Paint Booth ✓
8. Can produce Safety Policy and PPE ✓
9. Vendor understands average 4 hours per day repair time required ✓
10. Vendor understands they must abide by estimates provided by COJ ✓
11. Vendor understands they must begin work within 2 days of receiving parts ✓

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COLLISION REPAIR VENDOR QUALIFICATION

CHECK OFF LIST

VENDOR: Nimarcht Chev DATE: 4-24-2023

1. Secure Storage ✓
2. 6 Foot Fence or Enclosed Shop ✓
3. Facilities Located inside COJ boundaries ✓
4. OSHA/EPA approved Paint Booth meets bid requirements ✓
5. ICAR Gold Class ✓
6. Posses all tools required to perform the scope of services ✓
7. Group II only: Large Paint Booth N/A
8. Can produce Safety Policy and PPE ✓
9. Vendor understands average 4 hours per day repair time required ✓
10. Vendor understands they must abide by estimates provided by COJ ✓
11. Vendor understands they must begin work within 2 days of receiving parts ✓

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COLLISION REPAIR VENDOR QUALIFICATION

CHECK OFF LIST

VENDOR: Coggin Collision DATE: 4-24-2023

1. Secure Storage ✓
2. 6 Foot Fence or Enclosed Shop ✓
3. Facilities Located inside COJ boundaries ✓
4. OSHA/EPA approved Paint Booth meets bid requirements ✓
5. ICAR Gold Class ✓
6. Posses all tools required to perform the scope of services ✓
7. Group II only: Large Paint Booth N/A
8. Can produce Safety Policy and PPE ✓
9. Vendor understands average 4 hours per day repair time required ✓
10. Vendor understands they must abide by estimates provided by COJ ✓
11. Vendor understands they must begin work within 2 days of receiving parts ✓

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COLLISION REPAIR VENDOR QUALIFICATION

CHECK OFF LIST

VENDOR: North Florida DATE: 4-24-2023

1. Secure Storage ✓
2. 6 Foot Fence or Enclosed Shop ✓
3. Facilities Located inside COJ boundaries ✓
4. OSHA/EPA approved Paint Booth meets bid requirements ✓
5. ICAR Gold Class ✓
6. Posses all tools required to perform the scope of services ✓
7. Group II only: Large Paint Booth N/A
8. Can produce Safety Policy and PPE ✓
9. Vendor understands average 4 hours per day repair time required ✓
10. Vendor understands they must abide by estimates provided by COJ ✓
11. Vendor understands they must begin work within 2 days of receiving parts ✓

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COLLISION REPAIR VENDOR QUALIFICATION

CHECK OFF LIST

VENDOR: Jax Dodge DATE: 4-24-2023

1. Secure Storage ✓
2. 6 Foot Fence or Enclosed Shop ✓
3. Facilities Located inside COJ boundaries ✓
4. OSHA/EPA approved Paint Booth meets bid requirements ✓
5. ICAR Gold Class ✓
6. Posses all tools required to perform the scope of services ✓
7. Group II only: Large Paint Booth N/A
8. Can produce Safety Policy and PPE ✓
9. Vendor understands average 4 hours per day repair time required ✓
10. Vendor understands they must abide by estimates provided by COJ ✓
11. Vendor understands they must begin work within 2 days of receiving parts ✓

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PROCUREMENT DIVISION

NOTIFICATION OF RECOMMENDED BID REJECTION

Date: May 3, 2023

Via Email: univbody@yahoo.com

Bidder's Name: Universal Body

Bid No: SC-0326-23

Title: Collision Repair, Paint and Dent Removal Services

Date Opened: 4/12/2023

REASON FOR RECOMMENDED BID REJECTION: Agency recommends rejecting your bid for Group 1 for not having a Gold Class Rating.

If you wish to protest the recommended rejection of this bid, please respond in accordance with the City of Jacksonville's bid protest procedures and email a copy to the City Purchasing Analyst associated with the protested bid.

NOTE: This intended action is only a recommendation to the appropriate Awarding Authority. The authority recommending award for this bid is the General Government Awards Committee scheduled for **Thursday, May 4, 2023 at 1:00 p.m.**

Purchasing Analyst's Signature: _____

214 N. Hogan St., Suite 800 | Jacksonville, FL 32202 | Phone: 904.255-8815 | Fax: 904.255-8837

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Sidlo, Corey

From: Sidlo, Corey
Sent: Wednesday, May 3, 2023 9:37 AM
To: univbody@yahoo.com
Subject: SC-0326-23
Attachments: UNIVERSAL BODY.pdf

Good morning Universal Body,

Thank you for your bid. Unfortunately, I have to reject your bid because you meet a required specification; details are attached in the formal notification letter.

Sincerely,

Corey Sidlo
Purchasing Analyst
Procurement Division
City of Jacksonville
214 N. Hogan Street, Suite 833
Jacksonville, FL 32202
Phone: 904-255-8815
Email: csidlo@coj.net

24+ year military veteran, serving the City of Jacksonville

CITY OF JACKSONVILLE

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PROCUREMENT DIVISION

NOTIFICATION OF RECOMMENDED BID REJECTION

Date: May 3, 2023

Bidder's Name: DJ's Collision Center

Bid No: SC-0326-23

Title: Collision Repair, Paint and Dent Removal Services

Date Opened: 4/12/2023

REASON FOR RECOMMENDED BID REJECTION: Agency recommends rejecting your bid for not signing the Bid Form.

If you wish to protest the recommended rejection of this bid, please respond in accordance with the City of Jacksonville's bid protest procedures and email a copy to the City Purchasing Analyst associated with the protested bid.

NOTE: This intended action is only a recommendation to the appropriate Awarding Authority. The authority recommending award for this bid is the General Government Awards Committee scheduled for **Thursday, May 4, 2023 at 1:00 p.m.**

Purchasing Analyst's Signature: _____

214 N. Hogan St., Suite 800 | Jacksonville, FL 32202 | Phone: 904.255-8815 | Fax: 904.255-8837

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Sidlo, Corey

From: Sidlo, Corey
Sent: Wednesday, May 3, 2023 9:35 AM
To: Julie Walker
Subject: SC-0326-23
Attachments: DJ's COLLISION CENTER.pdf

Good morning Julie,

Thank you for your bid. Unfortunately, the Bid form was not signed and I have to reject your bid.

Sincerely,

Corey Sidlo
Purchasing Analyst
Procurement Division
City of Jacksonville
214 N. Hogan Street, Suite 833
Jacksonville, FL 32202
Phone: 904-255-8815
Email: csidlo@coj.net

24+ year military veteran, serving the City of Jacksonville

CITY OF JACKSONVILLE

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BID TABULATION

Title:	**COLLISION REPAIR, PAINT & DENT REMOVAL SERVICES**		**COGGIN COLISSION OF ARLINGTON**		**JACKSONVILLE CHRYSTLER JEEP DODGE RAM BAYMEADOWS**		**NORTH FLORIDA LINCOLN**	
Bid No.:	SC-0326-23							
Opening Date:	April 12, 2023							
Analyst:	Corey Sidlo							
No. Invited:	(17) **No. Received:** (6) **Other:** (0)							
Recorded By:								
	GROUP 1: COLLISION REPAIR, PAINT & AUTOBODY							
Line item	**Description**	**Estimated Hours**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**
1	Paint Labor - Hourly Rate	1650	$48.00	$79,200.00	$50.00	$82,500.00	$48.00	$79,200.00
2	Mechanical Labor - Hourly Rate	75	$95.00	$7,125.00	$100.00	$7,500.00	$85.00	$6,375.00
3	Body/Frame Labor - Hourly Rate	2800	$48.00	$134,400.00	$50.00	$140,000.00	$48.00	$134,400.00
4	Paint & Paint Supplies - Hourly Rate	1650	$38.00	$62,700.00	$30.00	$49,500.00	$30.00	$49,500.00
5	Body and Frame Labor Aluminum - Hourly Rate	150	$95.00	$14,250.00	$50.00	$7,500.00	$48.00	$7,200.00
6	Discount from list price - Domestic Vehicles	300,000	10%	$270,000.00	30%	value not listed	10%	minus $276,675.00
7	Discount from list price - Foreign Vehicles	25,000	5%	$23,750.00	15%	value not listed	5%	minus $1,250.00
		Group 1 Total Bid (Line items 1 - 5):	**$591,425.00**		**$287,000.00**		**$245,425.00**	
	GROUP 2: HEAVY TRUCK COLLISION REPAIR, PAINT & AUTOBODY							
Line item	**Description**	**Estimated Hours**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**
1	Paint Labor - Hourly Rate	1650			$50.00	$82,500.00		
2	Mechanical Labor - Hourly Rate	75			$100.00	$7,500.00		
3	Body/Frame Labor - Hourly Rate	2800			$50.00	$140,000.00		
4	Paint & Paint Supplies - Hourly Rate	1650			$30.00	$49,500.00		
5	Body and Frame Labor Aluminum - Hourly Rate	150			$50.00	$7,500.00		
		Group 2 Total Bid (Line items 1 - 5):	**NO BID**		**$287,000.00**		**NO BID**	
	GROUP 3: MOBILE PAINTLESS DENT REMOVAL & PAINT							
Line item	**Description**	**Estimated Hours**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**
1	PDR - Per Panel	100 Each				value not listed		
2	(P & R) Front Cover (Bumper)	100 Each				value not listed		
3	Bumper Repair per Hour Rate	120 Hours				value not listed		
4	Bumper Repair Removal & Installation	10 Each				value not listed		
5	Bumper Repair Full	10 Each				value not listed		
6	Bumper Repair Partial	20 Each				value not listed		

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7	(P & R) Hood	5 Each				value not listed		
8	(P & R) Painting & Repairs Rear Cover (Bumper)	100 Each				value not listed		
9	(P & R) Left or Right Quarter Panel	20 Each				value not listed		
10	(P & R) Left or Right Rear Door	5 Each				value not listed		
11	(P & R) Left or Right Door	5 Each				value not listed		
12	(P & R) Left or Right Fender	20 Each				value not listed		
		Group 3 Total Bid (Line items 1 - 12):	**NO BID**		**VALUE NOT LISTED**		**NO BID**	
		Grand Total Groups 1 - 3 Combined:	**$591,425.00**		**$574,000.00**		**$245,425.00**	
		Terms:	NONE LISTED		NOT LISTED		0%	
		Delivery:	NONE LISTED		2 BUSINESS DAYS		30 DAYS	
		Signed Bid Form:	YES		YES		YES	
		Bid Proposal Form:	YES		YES		YES	
		Conflict of Interest Certificate:	YES		YES		YES	
		Addendum (1 & 2):	YES		YES (2), NOT (1)		YES	

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BID TABULATION

Title:	COLLISION REPAIR, PAINT & DENT REMOVAL SERVICES		UNIVERSAL BODY COMPANY, INC		NIMNIGHT CHEVROLET		DJ'S COLISSION CENTER	
Bid No.:	SC-0326-23							
Opening Date:	April 12, 2023							
Analyst:	Corey Sidlo							
No. Invited:	(17) No. Received: (6) Other: (0)							
Recorded By:								
	GROUP 1: COLLISION REPAIR, PAINT & AUTOBODY							
Line item	**Description**	**Estimated Hours**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**
1	Paint Labor - Hourly Rate	1650	$50.00	$82,500.00	$52.00	$85,800.00	$38.00	$62,700.00
2	Mechanical Labor - Hourly Rate	75	$75.00	$5,625.00	$100.00	$7,500.00	$95.00	$7,125.00
3	Body/Frame Labor - Hourly Rate	2800	$50.00	$140,000.00	$52.00	$145,600.00	$38.00	$106,400.00
4	Paint & Paint Supplies - Hourly Rate	1650	$32.00	$52,800.00	$36.00	$59,400.00	$25.00	$41,250.00
5	Body and Frame Labor Aluminum - Hourly Rate	150	$60.00	$9,000.00	$105.00	$15,700.00	$70.00	$10,500.00
6	Discount from list price - Domestic Vehicles	300,000	NONE	NONE	10%	$270,000.00	10%	($30,000.00)
7	Discount from list price - Foreign Vehicles	25,000	NONE	NONE	3%	$24,250.00	5%	($1,250.00)
	Group 1 Total Bid (Line items 1 - 5):		**$289,925.00**		**$608,250.00**		**$100,925.00**	
	GROUP 2: HEAVY TRUCK COLLISION REPAIR, PAINT & AUTOBODY							
Line item	**Description**	**Estimated Hours**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**
1	Paint Labor - Hourly Rate	1650	$65.00	$107,250.00				
2	Mechanical Labor - Hourly Rate	75	$80.00	$6,000.00				
3	Body/Frame Labor - Hourly Rate	2800	$65.00	$182,000.00				
4	Paint & Paint Supplies - Hourly Rate	1650	$35.00	$57,750.00				
5	Body and Frame Labor Aluminum - Hourly Rate	150	$65.00	$9,750.00				
	Group 2 Total Bid (Line items 1 - 5):		**$362,750.00**		**NO BID**		**NO BID**	
	GROUP 3: MOBILE PAINTLESS DENT REMOVAL & PAINT							
Line item	**Description**	**Estimated Hours**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**
1	PDR - Per Panel	100 Each						

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2	(P & R) Front Cover (Bumper)	100 Each						
3	Bumper Repair per Hour Rate	120 Hours						
4	Bumper Repair Removal & Installation	10 Each						
5	Bumper Repair Full	10 Each						
6	Bumper Repair Partial	20 Each						
7	(P & R) Hood	5 Each						
8	(P & R) Painting & Repairs Rear Cover (Bumper)	100 Each						
9	(P & R) Left or Right Quarter Panel	20 Each						
10	(P & R) Left or Right Rear Door	5 Each						
11	(P & R) Left or Right Door	5 Each						
12	(P & R) Left or Right Fender	20 Each						
		Group 3 Total Bid (Line items 1 - 12):	**NO BID**		**NO BID**		**NO BID**	
		Grand Total Groups 1 - 3 Combined:	**$652,675.00**		**$608,250.00**		**$100,925.00**	
		Terms:	0%		NOT LISTED		NOT LISTED	
		Delivery:	10 DAYS		NOT LISTED		30 DAYS	
		Signed Bid Form:	YES		YES		***NOT SIGNED***	
		Bid Proposal Form:	YES		YES		YES	
		Conflict of Interest Certificate:	YES		YES		YES	
		Addendum (2):	YES		YES		YES	

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TERMS AND CONDITIONS

COLLISION REPAIR, PAINT AND DENT REMOVAL SERVICES

SCOPE

The Fleet Management Division of the City of Jacksonville, Florida is currently accepting bids to obtain source (s) of supply for the services 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 services and to obtain pricing commitments for Collision Repair/Paint/Dent Removal as listed in the bid documents.
The City will award for a variety of collision repair, paint and body repair, mobile paint-less dent removal (PDR), and mobile paint repair services.

AWARD

Award will be **BY GROUP** to the lowest responsive, responsible bidder in each group. Bidders must bid on all items in a group to be considered for award of that group. Award will be made to the top 5 bidders for Group I based on total cost. All awards are subject to the availability of funds.

TERM OF AGREEMENT

The term of this agreement is April 14, 2023 through April 13, 2026, 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 the items and services in accordance with the bid documents provided. Bid only a single offering for each bid item. Multiple offerings, alternates and or stipulations may be cause for bid rejection. Bid only on forms provided herein unless otherwise stated. Bid submission 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. 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.

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.

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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.

DELIVERY

Delivery will be made to 2581 Commonwealth Avenue, Jacksonville, Florida 32254
A packing list shall accompany all shipments, which shall indicate, at a minimum; purchase order number, item number and description, date of shipment, quantity ordered and shipped, unit prices, and unit of measure.

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.

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 invoices shall be submitted to the City of Jacksonville, Fleet Management Division, 2581 Commonwealth Avenue, Jacksonville, FL 32254 once services are completed.

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. The awarded vendor will be required to submit the copy of insurance certificate within ten (10) days from date of receipt of award notice. Bid number should be listed on certificate.

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SPECIFICATIONS

COLLISION REPAIR, PAINT AND DENT REMOVAL SERVICES

The following specification is separated into two sections: Collision Repair, Paint, and Auto Body with Shops, and Mobile Paint-less Dent Repair (PDR) and Paint Repairs.
Bid Groups I and II are specified in Section 1 of this solicitation, Mobile PDR and Paint Repairs (Group III) is specified in Section 2.

COLLISION REPAIR, PAINT, AND AUTO BODY GROUPS I AND II SCOPE

The City of Jacksonville (City) is soliciting for vendors to provide collision repair, paint, and body repairs citywide as needed or directed by the Fleet Management Division (Fleet). The repairs shall include City maintained vehicles (ownership may be City, State, or Federal) involved in single and multi-vehicle collisions, property damage claims, arresting procedures, and other sources of paint and or body damage. Vehicles included in this specification will have both aluminum and steel bodies.

VENDOR QUALIFICATION - GROUPS I and II

Fleet Management will inspect the facilities and records only for each bidder recommended for award. The inspection will occur before award is made. If the recommended bidder is not compliant, with the qualifications, that vendor will be considered non-responsive and the City will recommend the next lowest responsible, responsive bidder. By signing this solicitation, the bidders take responsibility for having all facilities, tools, and equipment necessary to perform the requested services in compliance with these specifications immediately upon award. Any allowable deviations are specifically noted below.

Facilities for these services must have a secure area for storing City vehicles during and upon completion of vehicle repair. The minimum secured area is either fenced in six feet high, or inside the vendor's shop. At no time are City vehicles to be stored outside of the secured area. Bidders are responsible for the repair of any vehicle damaged at their facility.

Bidders must submit a list of their facilities (if possessing more than one) or the location of their facility with their bid submission.

All facilities intended to service this solicitation must reside inside the Jacksonville, FL, Duval County Area. Each facility must have an OSHA/EPA approved paint booth with filtering system and necessary fire protection. Unit must be enclosed with OSHA/EPA compliant filtering. Unit must be sufficient to paint and dry multiple vehicles daily. Limited prep paint stations are not compliant.

All awarded shops must maintain ICAR Gold/Platinum Certification for the duration of the bid.

Vendor must possess all tools necessary to perform the requested services herein. These must include welding equipment, body and frame straightening equipment for both steel and aluminum bodied vehicles. Heavy Truck Bidders (Group II) must have a large paint booth to paint heavy trucks on site.

Group II bidders must have a large paint booth at the time of bid submission and be able to straighten frames on these classes of vehicles.

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APPRAISALS

All third party fault accident appraisals will be performed by the vendor chosen by the City of Jacksonville Risk Management.

The Fleet Management Division Vehicle Body Technician Supervisor or our chosen vendor will perform the estimate for all other repairs. The Software used to provide these estimates may vary throughout the duration of this agreement.

Fleet Management will provide the appropriate appraisals to the awarded vendor.
The awarded vendors, by signing this solicitation, agree to perform the requested services based on these estimates.

PARTS PROCUREMENT

Each awarded vendor will provide the City with a 10% discount from list price on all parts provided for repair to COJ vehicles. List price is set by and listed on the Appraisal.

PARTS USAGE

The vendor will use the type and grade of part as desired or directed by the City Fleet (Fleet Management) Vehicle Body Technician Supervisor. This will include OEM or aftermarket parts. Determination of parts suitability will rest with the City of Jacksonville only.

PARTS INVOICES

The collision vendor is responsible for turning in parts invoices to Fleet for all parts they order for the vehicles. If, these invoices are not received with the repair service invoice, Fleet Management will not pay the repair service invoice until the outstanding parts invoices are received.

PAINT

List the Primary Paint Manufacturer your facility uses:

_____

Mil. Thickness upon completion_____
List the typical Primer your facility uses:

_____

WORK SCHEDULING AND VIEWING OF VEHICLES

The City of Jacksonville, Fleet Management Division, Body Shop working hours are 7:00 A.M. to 3:00 P.M., Monday thru Friday receiving hours until 2:00 P.M.. The vendor must arrange any pickup or delivery of vehicles with the Body Shop. After hour delivery is not allowed. Fleet Management is not responsible for any damage to vehicles delivered and not properly coordinated with the Fleet Body Shop.

Based on the appraisal and discretion of the City, the Fleet management Vehicle Body Technician Supervisor will schedule all work for Group I with the lowest awarded vendor, next lowest, and on down to the 5th awarded vendor. Scheduling will be based on the vendor workload. Any COJ vehicle without parts ordered within 2 days of receipt will be removed and scheduled with the next lowest awarded vendor. Awarded vendors are prohibited from allowing COJ vehicles to sit without service being performed. The vendor will provide the service as specified herein. The repair must begin within 2 days of receipt of parts and awarded vendors must average 4 hours a day of work to COJ vehicles. The Fleet Management Division reserves the right to schedule vehicles with any awarded vendor. The final decision whether to repair a vehicle, how to repair a vehicle, and what parts to use rest with the Fleet Management Division only.

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The City of Jacksonville Risk Management Appraiser is subject to change and will have no effect on this agreement. Appraisals are held Wednesdays at 1:00 P.M. at the Fleet Management Body Shop. Those appraisals are provided to the appropriate vendor before service has begun. Once any additional damage is discovered, the vendor must immediately provide the supplement to the Fleet Vehicle Body Technician Supervisor via E-mail. Fleet will re-appraise the vehicle for a supplemental increase before the additional damage is repaired. If the supplemental damage is repaired before receiving the approval of the Fleet Vehicle Body Technician Supervisor, the additional services will not be paid. The Fleet Management Vehicle Body Technician Supervisor has the final say in any appraisal dispute.

PRICING

Vendor will submit pricing for the hourly labor rates on the bid proposal form. Aluminum body and frame rate is only appraised/paid for metalwork performed on an aluminum panel. Aluminum body and frame rate is not paid for replacing an aluminum body part.

WARRANTY

The minimum warranty acceptable under this solicitation is 1 year for paint and labor, and the manufacturer's warranty on parts. All bidders are to include a copy of their warranty with their bid submission.

REGULATORY

All awarded vendors must make sure that all employees follow OSHA regulations at all times. It is reasonably expected that all vendors bidding on services with the City of Jacksonville follow all Federal, State, and Local regulations as they pertain to their industry. If it deems necessary, the City of Jacksonville, Fleet Management Division reserves the right to inspect the vendor, their facilities, and personnel at any time to ensure that all regulations are being followed.

The specific type of vehicles requiring service in Groups I and III are light and utility vehicles (Class 1 thru 6). Examples: cars, light trucks, SUV's, step vans, bucket and boom trucks on light vehicle chassis.
Group II vehicles include those in classes 7 thru 9 including garbage trucks, dump trucks, fire trucks, and JEA electrical trucks.

COMPLIANCE WITH SPECIFICATIONS

Regulatory Compliance

The awarded vendors must be able to provide or produce the following at any time in the duration of the agreement.

Copies of hazardous material manifests

Safety policy and personal protective equipment

Maintain Shop Certifications

Proof of secured vehicle storage

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Service Compliance
The awarded vendor must maintain the following service points and have the documentation to verify:

Stay within the appraisal's hourly limits

Return the vehicle with the service complete and without defect (In Pre-Accident condition ready to issue to the user) in the service performed.
Order parts upon receipt of appraisal

Begin service within 2 days of receiving parts

Put City vehicles on a priority completion schedule – Vendor should average 4 hours per day repair time as per the estimate. Parts backorders notwithstanding.

Follow service procedures as set by the Fleet Vehicle Body Technician Supervisor

Service vehicles under warranty for the specified term on the bid

2 Deviations from these regulatory and/or service points will result in Fleet recommending rescission of award to Procurement. Additionally, any vehicle returned by the vendor unable to complete repairs will result in the vendor being recommended for rescission of award.

Fleet Management reserves the right to have any completed vehicle delivered to Fleet for a QA inspection at Fleet Management's discretion.

GROUP III -MOBILE PAINTLESS DENT REPAIR AND PAINT REPAIRS SCOPE AND QUALIFICATIONS
The awarded vendor will provide scheduled on-site dent removal and minor paint repairs for COJ vehicles. Repairs include dings, dents, bumper repairs, scratches, and blemishes.

Vendors must provide a mobile service that can perform all required services from that mobile vehicle.

Vendors must provide proof of independent industry training for each technician.

The vendor must have licensing required to provide the requested services in the State of Florida and provide those services in a manner meeting all EPA and FDEP requirements.

The technician providing the service must arrive before the scheduled repair time to begin providing service as soon as the vehicle is ready. All services must be completed the same day. Scheduling is important to our operators and often the vehicle will not be taken out of service while these repairs are made.

The technician will check in with the Fleet Management Body Shop before setting up for the scheduled repair.

Fleet Management will provide a suitable space to provide these services. Depending on the space available on the scheduled date, Fleet Management cannot guarantee access to electrical or water.

Unless instructed otherwise by the Fleet Management Vehicle Body Technician Supervisor only, all repairs will take place at 2581 Commonwealth Avenue, Jacksonville, FL 32254.

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Repairs will fall under one of the following classifications:

- Paint-less dent removal – Standard Repair Size is the size of a credit card. Vendor is to base price by the body panel and not by the individual dent repair.
- Bumper Repairs – Tears and rips less than 4 inches long and/or holes smaller than a quarter. Pricing does not include any welding or removal and installation charges.
- Painting and repairs – (P&R) This is a per panel charge for all panels on the vehicle including the bumpers. Price will include paint, base, clear, prep, primer, buffing, and paint blending. Additional body repair requirements are charged separately under the hourly charge and are negotiated directly with the Fleet Vehicle Body Technician Supervisor.

Removal and Installation Criteria

- To gain access behind the panel to weld a rip or crush
- To avoid masking the entire vehicle (Hood, etc)

PRICING

All repair pricing is separated on the Bid Proposal Form. Pricing is per repair. Hourly Charges include any plastic welding, body repair in addition to the painting, individual wet sanding, and buffing without a repair.

Removal and Instillation charge is for all panels. Fleet Management will not entertain bids with multiple panel R&I pricing.

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Docusign Envelope ID: 08A57378-541F-4213-8FA9-29834155B60E

City of Jacksonville, Florida

Procurement Award Form (PAF)

Part 1 – Form Type: JPAC Award Request: Renewals, Extensions, and Unit Price Increases

Goods and/or Services: SC-0326-23 Collision Repair, Paint and Dent Removal Services

Requested Action and Justification:

Recommend approval to increase the award to various supplies by $1,373,518.24 for FY26 repairs. Period of service is May 8,2023 through May 7, 2026, with two (2) one (1) year renewal options. Total estimated annual expenditure is $1,373,518.24. Total not to exceed amount is $3,513,518.24.

Group 1: Nimnicht Chevrolet Company POA-70469-23 NTE $943,018.24
North Florida Motor Company POA-70468-23 NTE $1,425,000.00
Asbury Automobile Group - POA-70813-24 NTE $395,000.00
TT of Jacksonville - POA-70810-24 NET $540,500.00
Group 2: Universal Body Company - POA-70466-23 NTE $220,000.00

Supplier:	various	**Basis of Award:**	LPTA	**BID Opening Date:**	4/12/2023

POA #:	various	**PO #:**	various	**Change Order #:**	3
Solicitation #:	ITQ SC-0326 23	**Contract #:**	N/A	**Contract ADM #:**	0
Term:	5 years	**Options:**	2	**Options Used:**	0

Federally Funded:	No	**JSEB Rec:**	Encouragement
Licenses Verified:	N/A	**JSEB %:**	0
Bonds Required:	No	**Bonds Waived Pursuant To:**	N/A

Fund:	51101	**Center:**	114003	**Acct:**	564010	**Proj:**	00000000	**Activity:**	00000000	$ 1373518.24
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$

New NTE/GMP:	$ 3,513,518.24	**Contingent Amt:**	$ 0	**DMP/ODPO Amt:**	$ 0

Using Agency/BU:	ASFM:FLEET MANAGEMENT		
Concurrence:		**Title:**	FLEET MANAGEMENT ADMINISTRATOR
Concurrence:		**Title:**	CHIEF OF FLEET MANAGEMENT
Concurrence:		**Title:**	
Concurrence:		**Title:**	

Procurement Analyst/Buyer:		**Chief of Procurement:**	
Name:		**Name:**	Dustin L. Freeman

Part 2 – JPAC Action: All award actions subject to lawfully appropriated funds.		**Part 3 – Final Awarding Authority Action:**	
Members who approve:		**Action:**	
Members who disapprove:		**Signature:**	
Date:		**Date:**	

Docusign Envelope ID: 08A57378-541F-4213-8FA9-29834155B60E

PAF Instructions
Part 1 (using agency)

Form Type: This form will be used for both Administrative Awards and JPAC Requests. Select type from dropdown options.

Goods and/or Services: Enter a brief description of the types of goods and services included in the request.

Requested Action and Justification: Enter a brief description of the requested action or authority being sought. i.e.; *Request permission to award the lowest, responsive responsible bidder for an ITB or award the highest ranked supplier for an RFP.* This block should also be used for additional information such as additional 4th account strings, or other information essential for contract execution.

Supplier: Enter awarded supplier name**.** If multiple, include in "Requested Action and Justification" box.

Basis of Award: Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA) or N/A.

Bid Opening Date: The date bids were unsealed by Procurement.

POA #: This is your 1Cloud generated Agreement number. Select Type, Enter Number.

PO #: Enter the PO number or agreement release number.

Change Order #: Provide the applicable change order number represented by this request.

Solicitation #: Select Prefix type, Enter Number, and Year.

Contract #: This number should be the same as your POA number (unless procured prior to 2020)

Contract Amendment #: Provide the applicable amendment number represented by this request.

Term: Select the Period of Performance or Term for the initial period.

Options: Period of time for each renewal or option.

Options Used: Prior to this request, enter how many options were already used.

Federally Funded: Select yes or no from dropdown if Federal Funds will be used.

JSEB Rec: Select Encouragement or JSEB Set Aside Option.

JESB %: If JSEB Participation, enter the percentage.

Bonds Waived Pursuant to: Select option from Drop down.

Funding Sources: Fund/Center/Account/Project/Activity, all fields are required even if zeros.

New NTE/GMP: Enter the new total not to exceed amount. Note, this should match the contract maximum indebtedness, if applicable**.**

Contingent Amount: If your agency requests an allowance for unforeseen additional expenses, then specify the amount of your requested increase and new NTE that represents the contingency allowance. This is over and above any quote.

DMP/ODPO Account: Enter the Direct Materials Purchase/Owner Direct Purchase Order Account. Used mainly for CIP (Capital Improvement/Construction) Projects

Using Agency/BU: Select one from the dropdown list.

Concurrence: Using Agency internal routing requirements for Electronic Signatures (follow Proc Manual for threshold requirements)

Title: Title of person electronically signing form.

Attachments: Included any supplemental information to the Procurement Award Form. i.e.; *Scope of work, previous awards*.

**Any field where there is no data available, or no entry is required, either leave it blank or enter N/A. Any fields where there is known data, include for informational purposes. Any changes to an original award should contain the data that is being changed and any other relevant data required for JPAC review and approval.*

Docusign Envelope ID: 08A57378-541F-4213-8FA9-29834155B60E

City of Jacksonville, Florida

Procurement Award Form (PAF)

Part 1 – Form Type: JPAC Award Request: Renewals, Extensions, and Unit Price Increases

Goods and/or Services: Collision Repair, Paint and Dent Removal Services

Requested Action and Justification:

Recommend approval to increase the award to Universal Body Company for Group 2 by $40,000.00 for additional repairs. Total revised expenditure for Universal Body Company is $120,000.00. The new total not-to-exceed amount will be $2,150,000.00.

Group 1 remains the same
Nimnicht Chevrolet Company - POA-70469-23 NTE $510,000.00
North Florida Motor Company - POA-70468-23 NTE $1,015,000.00.00
Asbury Automotive Group Inc. (Coggin) - POA-70813-24 NTE $245,000.00
TT of Jacksonville (Jacksonville Chrysler) - POA-70810-24 NTE $260,000.00

*To be encumbered by purchase orders

Supplier:	Universal Body Company, Inc.	**Basis of Award:**	LPTA	**BID Opening Date:**	4/12/2023

POA #:	70466-23	**PO #:**	682389-25	**Change Order #:**	2
Solicitation #:	ITB SC-326 23	**Contract #:**	N/A	**Contract Amd #:**	N/A
Term:	3 years	**Options:**	2	**Options Used:**	0

Federally Funded:	N/A	**JSEB Rec:**	Encouragement	**Bonds Waived Pursuant To:**	N/A
Licenses Verified:	N/A	**JSEB %:**	0		

Fund:	51101	**Center:**	114005	**Acct:**	546010	**Proj:**	000000	**Activity:**	00000000	$ 40,000.00
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$

New NTE/GMP:	$ 2,080,000.00	**Contingent Amt:**	$ 0	**DMP/ODPO Amt:**	$ 0

Using Agency/BU:	ASFM:FLEET_MANAGEMENT			
Concurrence:	Signed by: Schwarz, Kyle 3E6462FE263E44F...	**Title:**	FLEET MANAGEMENT ADMINISTRATOR	7/1/2025
Concurrence:	Pracher, Erik 9B60722B731B427...	**Title:**	CHIEF OF FLEET MANAGEMENT	7/1/2025
Concurrence:		**Title:**		
Concurrence:		**Title:**		

Procurement Analyst/Buyer:	Signed by: Ruth Keith E3159B5EBD42F...	**Chief of Procurement:**	DocuSigned by: B19F1D517352458...	7/8/2025
Name:	Ruth Keith	**Name:**	Dustin L. Freeman	

Part 2 – JPAC Action: All award actions subject to lawfully appropriated funds.		**Part 3 – Final Awarding Authority Action:**	
Members who approve:	3	**Action:**	Approved
Members who disapprove:	0	**Signature:**	DocuSigned by: Karen Bowling 1C34E1215562481...
Date:	7/10/2025	**Date:**	7/10/2025

DS
Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02

Docusign Envelope ID: 08A57378-541F-4213-8FA9-29834155B60E

PAF Instructions
Part 1 (using agency)

Form Type: This form will be used for both Administrative Awards and JPAC Requests. Select type from dropdown options.

Goods and/or Services: Enter a brief description of the types of goods and services included in the request.

Requested Action and Justification: Enter a brief description of the requested action or authority being sought. i.e.; *Request permission to award the lowest, responsive responsible bidder for an ITB or award the highest ranked supplier for an RFP.* This block should also be used for additional information such as additional 4th account strings, or other information essential for contract execution.

Supplier: Enter awarded supplier name**.** If multiple, include in "Requested Action and Justification" box.

Basis of Award: Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA) or N/A.

Bid Opening Date: The date bids were unsealed by Procurement.

POA #: This is your 1Cloud generated Agreement number. Select Type, Enter Number.

PO #: Enter the PO number or agreement release number.

Change Order #: Provide the applicable change order number represented by this request.

Solicitation #: Select Prefix type, Enter Number, and Year.

Contract #: This number should be the same as your POA number (unless procured prior to 2020)

Contract Amendment #: Provide the applicable amendment number represented by this request.

Term: Select the Period of Performance or Term for the initial period.

Options: Period of time for each renewal or option.

Options Used: Prior to this request, enter how many options were already used.

Federally Funded: Select yes or no from dropdown if Federal Funds will be used.

JSEB Rec: Select Encouragement or JSEB Set Aside Option.

JESB %: If JSEB Participation, enter the percentage.

Bonds Waived Pursuant to: Select option from Drop down.

Funding Sources: Fund/Center/Account/Project/Activity, all fields are required even if zeros.

New NTE/GMP: Enter the new total not to exceed amount. Note, this should match the contract maximum indebtedness, if applicable**.**

Contingent Amount: If your agency requests an allowance for unforeseen additional expenses, then specify the amount of your requested increase and new NTE that represents the contingency allowance. This is over and above any quote.

DMP/ODPO Account: Enter the Direct Materials Purchase/Owner Direct Purchase Order Account. Used mainly for CIP (Capital Improvement/Construction) Projects

Using Agency/BU: Select one from the dropdown list.

Concurrence: Using Agency internal routing requirements for Electronic Signatures (follow Proc Manual for threshold requirements)

Title: Title of person electronically signing form.

Attachments: Included any supplemental information to the Procurement Award Form. i.e.; *Scope of work, previous awards*.

**Any field where there is no data available, or no entry is required, either leave it blank or enter N/A. Any fields where there is known data, include for informational purposes. Any changes to an original award should contain the data that is being changed and any other relevant data required for JPAC review and approval.*

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City of Jacksonville, Florida
Procurement Award Form (PAF)

Part 1: Form Type JPAC Award Request and Administrative Details

Goods and/or Services: SC-0326-23 Collision Repair, Paint and Dent Removal Services

Requested Action/Authority:

Request approval to increase the award to various suppliers (see below) for collision repair, paint and dent removal services by $940,000.00. Total revised not-to-exceed award amount will be $2,040,000.00. Period of Service is May 8, 2023, through May 7, 2026, with two (2) one (1) year renewal options.

Justification/Explanation:

POA-70469-23 increase $260,000.00 – Nimnicht Chevrolet Company; POA-70468-23 increase $445,000.00 – North Florida Motor Company; POA-70466-23 increase $30,000.00 – Universal Body Company, Inc.; POA-70813-24 increase $95,000.00 – Asbury Automotive Group Inc.; POA-70810-24 increase $110,000.00 – TT of Jacksonville

Legal Contract #:	N/A	Contract Date:	5/8/2023	Change Order/AMD #:	2	
PO/Release #:	POA-70469-2	Bid Date:	04/12/2023	Awarded Supplier:	Various	
Licenses Verified:	N/A	Effective Date:	09/19/2024	Basis of Award:	LPTA	
Federally Funded:	N/A	No. Invited:	17	Responses Received:	6	Attachments:
Solicitation:	N/A - SC-0326 - 23			Procurement Contract #:	POA - 70168-23	
Executed By:	Procurement					

PoP:Base:	3 years	Options:	Two (2) One (1) Year Renewal	Extension(s):	N/A
JSEB Rec.:	Encouragement	%:	0	Bonds Waived Pursuant To:	N/A

Fund:	51101	Center:	114003	Acct:	564010	Proj:	00000000	Activity:	0000000000	$	940,000.00
Fund:		Center:		Acct:		Proj:		Activity:		$	
Fund:		Center:		Acct:		Proj:		Activity:		$	

New NTE/GMP:	$ 2,040,000.00	Contingent Amount:	$ 0	DMP/ODPO Amount:	$ 0

Using Agency/BU:	AFFM:FLEET_MANAGEMENT			
Concurrence:	Signed by: Preacher, Erik 9B60722B731B427...	Title:	FLEET MANAGEMENT ADMINISTRATOR	9/11/2024
Concurrence:		Title:		
Concurrence:		Title:		
Concurrence:		Title:		

Procurement Analyst/Buyer:	Signed by: Warchol, LeeAnn 72F42AB443D04B7...	Chief of Procurement:	Signed by: Robert Waremburg, for Dustin Freeman 4912CA1D431247A... 9/16/2024
Name:	Warchol, LeeAnn	Name:	Dustin L. Freeman

Part 2: JPAC Actions on Above Requests/Recommendations
All Award Actions Subject to Lawfully Appropriated Funds

Members Who Approve:	3
Members Who Disapprove:	0
Other Action:	N/A

Date: 9/19/2024

Part 3: Final Awarding Authority Action

Action: Approved

Date: 9/20/2024

Signature: DocuSigned by: Karen Bowling 1C34E12155624B1...

DS
Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02

Docusign Envelope ID: 08A57378-541F-4213-8FA9-29834155B60E

PAF Instructions

Form Type: Select the type of award from the dropdown options. This form will be used for all Procurement awards (Administrative Awards and JPAC Requests).

Goods and/or Services: Enter a brief description of the types of goods and services included in the request.

Requested Action/Authority: Enter a brief description of the requested action or authority being sought. i.e.; *request permission to award to the lowest, responsive responsible bidder for ITB or award the highest ranked supplier for an RFP*.

Justification/Explanation: Enter a brief justification or explanation for the requested action. Use this box to add any additional information such as additional account strings, or other information essential for contract execution.

Legal Contract Number: Provide the existing City contract number if applicable. This will be the same number as your POA number.

Contract Date: Select the effective date for the contract using the calendar option in the form. Leave blank for contracts to become effective on the execution date.

Change Order/AMD #: Provide the applicable Change Order or Amendment number represented by this request.

Date: Enter the date of PAF submission.

Effective Date: Enter the effective date of requested authority and/or action.

Solicitation: Select the competitive procurement method used (1Cloud generated prefix), enter the 1Cloud generated numbering sequence, and 1Cloud generated fiscal year of solicitation

Basis of Award: Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA),

Procurement Contract #: This is your PO number. Select Type, Enter Number

PO/Release Number: Enter PO Release Number

Awarded Supplier: Enter Awarded Supplier Name

Federally Funded: Select yes or no from dropdown if Federal Funds will be used.

Responses Received: This is the number of responses received.

No Bids Received: The number of responses received that indicated supplier would not bid.

Executed By: Select whether executed by OGC or JPAC / Chief of Procurement

PoP Base: Select the Period of Performance for the initial period.

Options: Period for each renewal period i.e. one (1) two (2) year.

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Extensions: How many extensions have we preformed after the initial base period and option periods have been completed?

JSEB Goal: Select the percentage established by JSEB.

JESB Other: Select Encouragement or Set Aside Option

Bonds Waived Pursuant to: Select authority allowing bonds to be waived.

Funding Source: Fund/Center/Account/Project/Activity, all fields are required even if zeros.

New NTE/GMP: Enter the new total not to exceed the amount. Note, this should match the contract maximum indebtedness, if applicable**.**

Contingent Amount: If your agency requests an allowance for unforeseen additional expenses, then specify the amount of your requested increase and new NTE that represents the contingency allowance. This is over and above any quote.

DMP/ODPO Amount: Enter the total Direct Materials Purchase/Owner Direct Purchase Order amount for project.

Attachments: Name any attachments included as supplemental information to the PAF.

Using Agency/BU: This should be the requesting agency/requirement owner.

Concurrence: Electronic Signature

Title: Enter the title of person electronically signing form.

**Any fields where there is no data available, or no entry is required, either leave it blank or enter N/A. Any fields where there is known data, include for informational purposes. Any changes to an original award should contain the data that is being changed and any other relevant data required for JPAC review and approval.*

Docusign Envelope ID: 08A57378-541F-4213-8FA9-29834155B60E

SUBJECT: Collision Repair, Paint and Dent Removal Services

BID #: SC-0326-23 **OPEN DATE: 4/12/2023**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Three years 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: (17) **NUMBER RECEIVED:** (6) **OTHER:** (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to reject Group 1, Universal Body for not having a Gold Class Rating, and DJ's Collision Center for not signing the bid form. Recommend approval to update specifications and rebid Group 3 separately. Recommend approval of award to the lowest responsive, responsible bidders in Group 1 in the amount of $600,000.00 and Group 2 in the amount of $50,000.00 as follows:

Group 1: Jacksonville Chrysler Jeep Dodge Ram Baymeadows - $150,000.00
North Florida Lincoln - $150,000.00
Coggin Collision of Arlington - $150,000.00
Nimnicht Chevrolet - $150,000.00

Group 2: Universal Body Company - $50,000.00

Period of service is three years from date of award, with two (2) one (1) year renewal options. Estimated initial expenditure amount not-to-exceed $650,000.00.

Funding Source: 51101.114003.564010.000000.00000000.00000.000000 – To be encumbered by purchase order

Attachments: Recommendation Memo, Rejection Letters, Bid Tabulation, Terms & Conditions, Specifications

ANALYST: Corey Sidlo **RESPECTFULLY SUBMITTED** DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Crisencio Tongol, 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: 5/4/2023

OTHER:

ACTION OF AWARDING AUTHORITY DATE 5/8/23

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

Docusign Envelope ID: 08A57378-541F-4213-8FA9-29834155B60E

FINANCE AND ADMINSTRATION DEPARTMENT

FLEET MANAGEMENT DIVISION

Jacksonville
Where Florida Begins.

Date: April 25, 2023

To: Dustin Freeman, Chief of Procurement Division

Thru: Cris Tongol, Chief of Fleet Management Division

From: Eric Preacher, Fleet Management Administrator

Re: Recommendation of Award for SC-0326-23 Collision Repair, Paint and Dent Removal Services

Fleet Management Division is recommending rejecting Group 1, Universal Body for not having Gold Class Rating and DJ's Collision Center for not signing the bid form. Requesting approval to update specifications and rebid Group 3 separately.

Fleet Management Division is recommending award for Group 1 in the amount of $600,000.00 to various suppliers and Group 2 in the amount of $50,000. Period of Service is three (3) years from date of award with two (2) one (1) year renewal options. Estimated amount of expenditure not to exceed is $650,000.00.

Group 1: Jax Chrysler Jeep Dodge Ram Baymeadows - $150,000.00
North Florida Lincoln - $150,000.00
Coggin Collision of Arlington - $150,000.00
Nimnicht Chevrolet - $150,000.00

Group 2: Universal Body Company - $50,000.00

Funding Source: 51101.114003.564010.000000.00000000.00000.000000
FY23/FY24 to be encumbered by purchase order

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

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Sidlo, Corey

From: Kurtz, Sheryl
Sent: Tuesday, May 2, 2023 2:36 PM
To: Sidlo, Corey
Cc: Preacher, Erik
Subject: RE: SC-0326-23 COLLISION REPAIR, PAINT & DENT REMOVAL SERVICES
Attachments: Supplier checklist.pdf; Recommendation.pdf

Fleet Management visited all the vendor locations and had a check list of the requirements. That is the clarification on the gold star w/group 1. I have attached copies. Also, the updated memo.

Thank you,

Sheryl Kurtz
Equipment Procurement Coordinator
Fleet Management Division
904-255-7465
skurtz@coj.net

From: Sidlo, Corey <CSidlo@coj.net>
Sent: Tuesday, May 2, 2023 2:25 PM
To: Kurtz, Sheryl <SKURTZ@coj.net>
Subject: RE: SC-0326-23 COLLISION REPAIR, PAINT & DENT REMOVAL SERVICES

Thanks Sheryl. We'll need an updated memo that removes the line on rejecting Dodge/Chrysler, etc. and simply says we'll update specs and rebid Group 3 later. -The main thing is clarification on the gold star w/ Group 1. ☺

Sincerely,

Corey Sidlo
Purchasing Analyst
Procurement Division
City of Jacksonville
214 N. Hogan Street, Suite 833
Jacksonville, FL 32202
Phone: 904-255-8815
Email: csidlo@coj.net

24+ year military veteran, serving the City of Jacksonville

CITY OF JACKSONVILLE

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that fact and delete the copy you received. It is a violation of Federal Law to print, copy, retransmit, disseminate, or otherwise use this information.

From: Sidlo, Corey
Sent: Tuesday, May 2, 2023 9:00 AM
To: Preacher, Erik <ErikP@coj.net>; Kurtz, Sheryl <SKURTZ@coj.net>
Subject: SC-0326-23 COLLISION REPAIR, PAINT & DENT REMOVAL SERVICES
Importance: High

Good morning Erik & Sheryl,

A few questions came up during the review process that may push the subject to next week's GGAC. Questions are as follows:

1) Regarding the recommendation to reject Group 1, Universal Body for not having Gold Class Rating – how did fleet assess this for everyone (it wasn't required to show proof during the submission process that I can see, other than we is written on page 30). Page 30 of the bid doc reads, "All awarded shops must maintain ICAR Gold/Platinum Certification for the duration of the bid."

2) Regarding the recommendation to reject Group 3, Jacksonville Chrysler Jeep Dodge Ram Baymeadows, how did Fleet identify on their bid submission that they are subletting?

Thank you for your insight.

Sincerely,

Corey Sidlo
Purchasing Analyst
Procurement Division
City of Jacksonville
214 N. Hogan Street, Suite 833
Jacksonville, FL 32202
Phone: 904-255-8815
Email: csidlo@coj.net

24+ year military veteran, serving the City of Jacksonville

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COLLISION REPAIR VENDOR QUALIFICATION

CHECK OFF LIST

VENDOR: Universal Body DATE: 4-24-2023

1. Secure Storage ✓
2. 6 Foot Fence or Enclosed Shop ✓
3. Facilities Located inside COJ boundaries ✓
4. OSHA/EPA approved Paint Booth meets bid requirements ✓
5. ICAR Gold Class X
6. Posses all tools required to perform the scope of services ✓
7. Group II only: Large Paint Booth ✓
8. Can produce Safety Policy and PPE ✓
9. Vendor understands average 4 hours per day repair time required ✓
10. Vendor understands they must abide by estimates provided by COJ ✓
11. Vendor understands they must begin work within 2 days of receiving parts ✓

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COLLISION REPAIR VENDOR QUALIFICATION

CHECK OFF LIST

VENDOR: Nimarcht Chev DATE: 4-24-2023

1. Secure Storage ✓
2. 6 Foot Fence or Enclosed Shop ✓
3. Facilities Located inside COJ boundaries ✓
4. OSHA/EPA approved Paint Booth meets bid requirements ✓
5. ICAR Gold Class ✓
6. Posses all tools required to perform the scope of services ✓
7. Group II only: Large Paint Booth N/A
8. Can produce Safety Policy and PPE ✓
9. Vendor understands average 4 hours per day repair time required ✓
10. Vendor understands they must abide by estimates provided by COJ ✓
11. Vendor understands they must begin work within 2 days of receiving parts ✓

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COLLISION REPAIR VENDOR QUALIFICATION

CHECK OFF LIST

VENDOR: Coggin Collision DATE: 4-24-2023

1. Secure Storage ✓
2. 6 Foot Fence or Enclosed Shop ✓
3. Facilities Located inside COJ boundaries ✓
4. OSHA/EPA approved Paint Booth meets bid requirements ✓
5. ICAR Gold Class ✓
6. Posses all tools required to perform the scope of services ✓
7. Group II only: Large Paint Booth N/A
8. Can produce Safety Policy and PPE ✓
9. Vendor understands average 4 hours per day repair time required ✓
10. Vendor understands they must abide by estimates provided by COJ ✓
11. Vendor understands they must begin work within 2 days of receiving parts ✓

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COLLISION REPAIR VENDOR QUALIFICATION

CHECK OFF LIST

VENDOR: North Florida DATE: 4-24-2023

1. Secure Storage ✓
2. 6 Foot Fence or Enclosed Shop ✓
3. Facilities Located inside COJ boundaries ✓
4. OSHA/EPA approved Paint Booth meets bid requirements ✓
5. ICAR Gold Class ✓
6. Posses all tools required to perform the scope of services ✓
7. Group II only: Large Paint Booth N/A
8. Can produce Safety Policy and PPE ✓
9. Vendor understands average 4 hours per day repair time required ✓
10. Vendor understands they must abide by estimates provided by COJ ✓
11. Vendor understands they must begin work within 2 days of receiving parts ✓

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COLLISION REPAIR VENDOR QUALIFICATION

CHECK OFF LIST

VENDOR: Jax Dodge DATE: 4-24-2023

1. Secure Storage ✓
2. 6 Foot Fence or Enclosed Shop ✓
3. Facilities Located inside COJ boundaries ✓
4. OSHA/EPA approved Paint Booth meets bid requirements ✓
5. ICAR Gold Class ✓
6. Posses all tools required to perform the scope of services ✓
7. Group II only: Large Paint Booth N/A
8. Can produce Safety Policy and PPE ✓
9. Vendor understands average 4 hours per day repair time required ✓
10. Vendor understands they must abide by estimates provided by COJ ✓
11. Vendor understands they must begin work within 2 days of receiving parts ✓

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PROCUREMENT DIVISION

NOTIFICATION OF RECOMMENDED BID REJECTION

Date: May 3, 2023

Via Email: univbody@yahoo.com

Bidder's Name: Universal Body

Bid No: SC-0326-23

Title: Collision Repair, Paint and Dent Removal Services

Date Opened: 4/12/2023

REASON FOR RECOMMENDED BID REJECTION: Agency recommends rejecting your bid for Group 1 for not having a Gold Class Rating.

If you wish to protest the recommended rejection of this bid, please respond in accordance with the City of Jacksonville's bid protest procedures and email a copy to the City Purchasing Analyst associated with the protested bid.

NOTE: This intended action is only a recommendation to the appropriate Awarding Authority. The authority recommending award for this bid is the General Government Awards Committee scheduled for **Thursday, May 4, 2023 at 1:00 p.m.**

Purchasing Analyst's Signature: _____

214 N. Hogan St., Suite 800 | Jacksonville, FL 32202 | Phone: 904.255-8815 | Fax: 904.255-8837

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Sidlo, Corey

From: Sidlo, Corey
Sent: Wednesday, May 3, 2023 9:37 AM
To: univbody@yahoo.com
Subject: SC-0326-23
Attachments: UNIVERSAL BODY.pdf

Good morning Universal Body,

Thank you for your bid. Unfortunately, I have to reject your bid because you meet a required specification; details are attached in the formal notification letter.

Sincerely,

Corey Sidlo
Purchasing Analyst
Procurement Division
City of Jacksonville
214 N. Hogan Street, Suite 833
Jacksonville, FL 32202
Phone: 904-255-8815
Email: csidlo@coj.net

24+ year military veteran, serving the City of Jacksonville

CITY OF JACKSONVILLE

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PROCUREMENT DIVISION

NOTIFICATION OF RECOMMENDED BID REJECTION

Date: May 3, 2023

Bidder's Name: DJ's Collision Center

Bid No: SC-0326-23

Title: Collision Repair, Paint and Dent Removal Services

Date Opened: 4/12/2023

REASON FOR RECOMMENDED BID REJECTION: Agency recommends rejecting your bid for not signing the Bid Form.

If you wish to protest the recommended rejection of this bid, please respond in accordance with the City of Jacksonville's bid protest procedures and email a copy to the City Purchasing Analyst associated with the protested bid.

NOTE: This intended action is only a recommendation to the appropriate Awarding Authority. The authority recommending award for this bid is the General Government Awards Committee scheduled for **Thursday, May 4, 2023 at 1:00 p.m.**

Purchasing Analyst's Signature: _____

214 N. Hogan St., Suite 800 | Jacksonville, FL 32202 | Phone: 904.255-8815 | Fax: 904.255-8837

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Sidlo, Corey

From: Sidlo, Corey
Sent: Wednesday, May 3, 2023 9:35 AM
To: Julie Walker
Subject: SC-0326-23
Attachments: DJ's COLLISION CENTER.pdf

Good morning Julie,

Thank you for your bid. Unfortunately, the Bid form was not signed and I have to reject your bid.

Sincerely,

Corey Sidlo
Purchasing Analyst
Procurement Division
City of Jacksonville
214 N. Hogan Street, Suite 833
Jacksonville, FL 32202
Phone: 904-255-8815
Email: csidlo@coj.net

24+ year military veteran, serving the City of Jacksonville

CITY OF JACKSONVILLE

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BID TABULATION

Title:	**COLLISION REPAIR, PAINT & DENT REMOVAL SERVICES**		**COGGIN COLISSION OF ARLINGTON**		**JACKSONVILLE CHRYSTLER JEEP DODGE RAM BAYMEADOWS**		**NORTH FLORIDA LINCOLN**	
Bid No.:	SC-0326-23							
Opening Date:	April 12, 2023							
Analyst:	Corey Sidlo							
No. Invited:	(17) **No. Received:** (6) **Other:** (0)							
Recorded By:								
	GROUP 1: COLLISION REPAIR, PAINT & AUTOBODY							
Line item	**Description**	**Estimated Hours**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**
1	Paint Labor - Hourly Rate	1650	$48.00	$79,200.00	$50.00	$82,500.00	$48.00	$79,200.00
2	Mechanical Labor - Hourly Rate	75	$95.00	$7,125.00	$100.00	$7,500.00	$85.00	$6,375.00
3	Body/Frame Labor - Hourly Rate	2800	$48.00	$134,400.00	$50.00	$140,000.00	$48.00	$134,400.00
4	Paint & Paint Supplies - Hourly Rate	1650	$38.00	$62,700.00	$30.00	$49,500.00	$30.00	$49,500.00
5	Body and Frame Labor Aluminum - Hourly Rate	150	$95.00	$14,250.00	$50.00	$7,500.00	$48.00	$7,200.00
6	Discount from list price - Domestic Vehicles	300,000	10%	$270,000.00	30%	value not listed	10%	minus $276,675.00
7	Discount from list price - Foreign Vehicles	25,000	5%	$23,750.00	15%	value not listed	5%	minus $1,250.00
		Group 1 Total Bid (Line items 1 - 5):	**$591,425.00**		**$287,000.00**		**$245,425.00**	
	GROUP 2: HEAVY TRUCK COLLISION REPAIR, PAINT & AUTOBODY							
Line item	**Description**	**Estimated Hours**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**
1	Paint Labor - Hourly Rate	1650			$50.00	$82,500.00		
2	Mechanical Labor - Hourly Rate	75			$100.00	$7,500.00		
3	Body/Frame Labor - Hourly Rate	2800			$50.00	$140,000.00		
4	Paint & Paint Supplies - Hourly Rate	1650			$30.00	$49,500.00		
5	Body and Frame Labor Aluminum - Hourly Rate	150			$50.00	$7,500.00		
		Group 2 Total Bid (Line items 1 - 5):	**NO BID**		**$287,000.00**		**NO BID**	
	GROUP 3: MOBILE PAINTLESS DENT REMOVAL & PAINT							
Line item	**Description**	**Estimated Hours**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**
1	PDR - Per Panel	100 Each				value not listed		
2	(P & R) Front Cover (Bumper)	100 Each				value not listed		
3	Bumper Repair per Hour Rate	120 Hours				value not listed		
4	Bumper Repair Removal & Installation	10 Each				value not listed		
5	Bumper Repair Full	10 Each				value not listed		
6	Bumper Repair Partial	20 Each				value not listed		

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7	(P & R) Hood	5 Each				value not listed		
8	(P & R) Painting & Repairs Rear Cover (Bumper)	100 Each				value not listed		
9	(P & R) Left or Right Quarter Panel	20 Each				value not listed		
10	(P & R) Left or Right Rear Door	5 Each				value not listed		
11	(P & R) Left or Right Door	5 Each				value not listed		
12	(P & R) Left or Right Fender	20 Each				value not listed		
		Group 3 Total Bid (Line items 1 - 12):	**NO BID**		**VALUE NOT LISTED**		**NO BID**	
		Grand Total Groups 1 - 3 Combined:	**$591,425.00**		**$574,000.00**		**$245,425.00**	
		Terms:	NONE LISTED		NOT LISTED		0%	
		Delivery:	NONE LISTED		2 BUSINESS DAYS		30 DAYS	
		Signed Bid Form:	YES		YES		YES	
		Bid Proposal Form:	YES		YES		YES	
		Conflict of Interest Certificate:	YES		YES		YES	
		Addendum (1 & 2):	YES		YES (2), NOT (1)		YES	

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BID TABULATION

Title:	COLLISION REPAIR, PAINT & DENT REMOVAL SERVICES		UNIVERSAL BODY COMPANY, INC		NIMNIGHT CHEVROLET		DJ'S COLISSION CENTER	
Bid No.:	SC-0326-23							
Opening Date:	April 12, 2023							
Analyst:	Corey Sidlo							
No. Invited:	(17) No. Received: (6) Other: (0)							
Recorded By:								
	GROUP 1: COLLISION REPAIR, PAINT & AUTOBODY							
Line item	**Description**	**Estimated Hours**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**
1	Paint Labor - Hourly Rate	1650	$50.00	$82,500.00	$52.00	$85,800.00	$38.00	$62,700.00
2	Mechanical Labor - Hourly Rate	75	$75.00	$5,625.00	$100.00	$7,500.00	$95.00	$7,125.00
3	Body/Frame Labor - Hourly Rate	2800	$50.00	$140,000.00	$52.00	$145,600.00	$38.00	$106,400.00
4	Paint & Paint Supplies - Hourly Rate	1650	$32.00	$52,800.00	$36.00	$59,400.00	$25.00	$41,250.00
5	Body and Frame Labor Aluminum - Hourly Rate	150	$60.00	$9,000.00	$105.00	$15,700.00	$70.00	$10,500.00
6	Discount from list price - Domestic Vehicles	300,000	NONE	NONE	10%	$270,000.00	10%	($30,000.00)
7	Discount from list price - Foreign Vehicles	25,000	NONE	NONE	3%	$24,250.00	5%	($1,250.00)
	Group 1 Total Bid (Line items 1 - 5):		**$289,925.00**		**$608,250.00**		**$100,925.00**	
	GROUP 2: HEAVY TRUCK COLLISION REPAIR, PAINT & AUTOBODY							
Line item	**Description**	**Estimated Hours**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**
1	Paint Labor - Hourly Rate	1650	$65.00	$107,250.00				
2	Mechanical Labor - Hourly Rate	75	$80.00	$6,000.00				
3	Body/Frame Labor - Hourly Rate	2800	$65.00	$182,000.00				
4	Paint & Paint Supplies - Hourly Rate	1650	$35.00	$57,750.00				
5	Body and Frame Labor Aluminum - Hourly Rate	150	$65.00	$9,750.00				
	Group 2 Total Bid (Line items 1 - 5):		**$362,750.00**		**NO BID**		**NO BID**	
	GROUP 3: MOBILE PAINTLESS DENT REMOVAL & PAINT							
Line item	**Description**	**Estimated Hours**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**
1	PDR - Per Panel	100 Each						

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2	(P & R) Front Cover (Bumper)	100 Each						
3	Bumper Repair per Hour Rate	120 Hours						
4	Bumper Repair Removal & Installation	10 Each						
5	Bumper Repair Full	10 Each						
6	Bumper Repair Partial	20 Each						
7	(P & R) Hood	5 Each						
8	(P & R) Painting & Repairs Rear Cover (Bumper)	100 Each						
9	(P & R) Left or Right Quarter Panel	20 Each						
10	(P & R) Left or Right Rear Door	5 Each						
11	(P & R) Left or Right Door	5 Each						
12	(P & R) Left or Right Fender	20 Each						
		Group 3 Total Bid (Line items 1 - 12):	**NO BID**		**NO BID**		**NO BID**	
		Grand Total Groups 1 - 3 Combined:	**$652,675.00**		**$608,250.00**		**$100,925.00**	
		Terms:	0%		NOT LISTED		NOT LISTED	
		Delivery:	10 DAYS		NOT LISTED		30 DAYS	
		Signed Bid Form:	YES		YES		***NOT SIGNED***	
		Bid Proposal Form:	YES		YES		YES	
		Conflict of Interest Certificate:	YES		YES		YES	
		Addendum (2):	YES		YES		YES	

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TERMS AND CONDITIONS

COLLISION REPAIR, PAINT AND DENT REMOVAL SERVICES

SCOPE

The Fleet Management Division of the City of Jacksonville, Florida is currently accepting bids to obtain source (s) of supply for the services 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 services and to obtain pricing commitments for Collision Repair/Paint/Dent Removal as listed in the bid documents.
The City will award for a variety of collision repair, paint and body repair, mobile paint-less dent removal (PDR), and mobile paint repair services.

AWARD

Award will be **BY GROUP** to the lowest responsive, responsible bidder in each group. Bidders must bid on all items in a group to be considered for award of that group. Award will be made to the top 5 bidders for Group I based on total cost. All awards are subject to the availability of funds.

TERM OF AGREEMENT

The term of this agreement is April 14, 2023 through April 13, 2026, 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 the items and services in accordance with the bid documents provided. Bid only a single offering for each bid item. Multiple offerings, alternates and or stipulations may be cause for bid rejection. Bid only on forms provided herein unless otherwise stated. Bid submission 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. 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.

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.

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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.

DELIVERY

Delivery will be made to 2581 Commonwealth Avenue, Jacksonville, Florida 32254
A packing list shall accompany all shipments, which shall indicate, at a minimum; purchase order number, item number and description, date of shipment, quantity ordered and shipped, unit prices, and unit of measure.

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.

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 invoices shall be submitted to the City of Jacksonville, Fleet Management Division, 2581 Commonwealth Avenue, Jacksonville, FL 32254 once services are completed.

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. The awarded vendor will be required to submit the copy of insurance certificate within ten (10) days from date of receipt of award notice. Bid number should be listed on certificate.

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SPECIFICATIONS

COLLISION REPAIR, PAINT AND DENT REMOVAL SERVICES

The following specification is separated into two sections: Collision Repair, Paint, and Auto Body with Shops, and Mobile Paint-less Dent Repair (PDR) and Paint Repairs.
Bid Groups I and II are specified in Section 1 of this solicitation, Mobile PDR and Paint Repairs (Group III) is specified in Section 2.

COLLISION REPAIR, PAINT, AND AUTO BODY GROUPS I AND II SCOPE

The City of Jacksonville (City) is soliciting for vendors to provide collision repair, paint, and body repairs citywide as needed or directed by the Fleet Management Division (Fleet). The repairs shall include City maintained vehicles (ownership may be City, State, or Federal) involved in single and multi-vehicle collisions, property damage claims, arresting procedures, and other sources of paint and or body damage. Vehicles included in this specification will have both aluminum and steel bodies.

VENDOR QUALIFICATION - GROUPS I and II

Fleet Management will inspect the facilities and records only for each bidder recommended for award. The inspection will occur before award is made. If the recommended bidder is not compliant, with the qualifications, that vendor will be considered non-responsive and the City will recommend the next lowest responsible, responsive bidder. By signing this solicitation, the bidders take responsibility for having all facilities, tools, and equipment necessary to perform the requested services in compliance with these specifications immediately upon award. Any allowable deviations are specifically noted below.

Facilities for these services must have a secure area for storing City vehicles during and upon completion of vehicle repair. The minimum secured area is either fenced in six feet high, or inside the vendor's shop. At no time are City vehicles to be stored outside of the secured area. Bidders are responsible for the repair of any vehicle damaged at their facility.

Bidders must submit a list of their facilities (if possessing more than one) or the location of their facility with their bid submission.

All facilities intended to service this solicitation must reside inside the Jacksonville, FL, Duval County Area. Each facility must have an OSHA/EPA approved paint booth with filtering system and necessary fire protection. Unit must be enclosed with OSHA/EPA compliant filtering. Unit must be sufficient to paint and dry multiple vehicles daily. Limited prep paint stations are not compliant.

All awarded shops must maintain ICAR Gold/Platinum Certification for the duration of the bid.

Vendor must possess all tools necessary to perform the requested services herein. These must include welding equipment, body and frame straightening equipment for both steel and aluminum bodied vehicles. Heavy Truck Bidders (Group II) must have a large paint booth to paint heavy trucks on site.

Group II bidders must have a large paint booth at the time of bid submission and be able to straighten frames on these classes of vehicles.

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APPRAISALS

All third party fault accident appraisals will be performed by the vendor chosen by the City of Jacksonville Risk Management.

The Fleet Management Division Vehicle Body Technician Supervisor or our chosen vendor will perform the estimate for all other repairs. The Software used to provide these estimates may vary throughout the duration of this agreement.

Fleet Management will provide the appropriate appraisals to the awarded vendor.
The awarded vendors, by signing this solicitation, agree to perform the requested services based on these estimates.

PARTS PROCUREMENT

Each awarded vendor will provide the City with a 10% discount from list price on all parts provided for repair to COJ vehicles. List price is set by and listed on the Appraisal.

PARTS USAGE

The vendor will use the type and grade of part as desired or directed by the City Fleet (Fleet Management) Vehicle Body Technician Supervisor. This will include OEM or aftermarket parts. Determination of parts suitability will rest with the City of Jacksonville only.

PARTS INVOICES

The collision vendor is responsible for turning in parts invoices to Fleet for all parts they order for the vehicles. If, these invoices are not received with the repair service invoice, Fleet Management will not pay the repair service invoice until the outstanding parts invoices are received.

PAINT

List the Primary Paint Manufacturer your facility uses:

_____

Mil. Thickness upon completion_____
List the typical Primer your facility uses:

_____

WORK SCHEDULING AND VIEWING OF VEHICLES

The City of Jacksonville, Fleet Management Division, Body Shop working hours are 7:00 A.M. to 3:00 P.M., Monday thru Friday receiving hours until 2:00 P.M.. The vendor must arrange any pickup or delivery of vehicles with the Body Shop. After hour delivery is not allowed. Fleet Management is not responsible for any damage to vehicles delivered and not properly coordinated with the Fleet Body Shop.

Based on the appraisal and discretion of the City, the Fleet management Vehicle Body Technician Supervisor will schedule all work for Group I with the lowest awarded vendor, next lowest, and on down to the 5th awarded vendor. Scheduling will be based on the vendor workload. Any COJ vehicle without parts ordered within 2 days of receipt will be removed and scheduled with the next lowest awarded vendor. Awarded vendors are prohibited from allowing COJ vehicles to sit without service being performed. The vendor will provide the service as specified herein. The repair must begin within 2 days of receipt of parts and awarded vendors must average 4 hours a day of work to COJ vehicles. The Fleet Management Division reserves the right to schedule vehicles with any awarded vendor. The final decision whether to repair a vehicle, how to repair a vehicle, and what parts to use rest with the Fleet Management Division only.

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The City of Jacksonville Risk Management Appraiser is subject to change and will have no effect on this agreement. Appraisals are held Wednesdays at 1:00 P.M. at the Fleet Management Body Shop. Those appraisals are provided to the appropriate vendor before service has begun. Once any additional damage is discovered, the vendor must immediately provide the supplement to the Fleet Vehicle Body Technician Supervisor via E-mail. Fleet will re-appraise the vehicle for a supplemental increase before the additional damage is repaired. If the supplemental damage is repaired before receiving the approval of the Fleet Vehicle Body Technician Supervisor, the additional services will not be paid. The Fleet Management Vehicle Body Technician Supervisor has the final say in any appraisal dispute.

PRICING

Vendor will submit pricing for the hourly labor rates on the bid proposal form. Aluminum body and frame rate is only appraised/paid for metalwork performed on an aluminum panel. Aluminum body and frame rate is not paid for replacing an aluminum body part.

WARRANTY

The minimum warranty acceptable under this solicitation is 1 year for paint and labor, and the manufacturer's warranty on parts. All bidders are to include a copy of their warranty with their bid submission.

REGULATORY

All awarded vendors must make sure that all employees follow OSHA regulations at all times. It is reasonably expected that all vendors bidding on services with the City of Jacksonville follow all Federal, State, and Local regulations as they pertain to their industry. If it deems necessary, the City of Jacksonville, Fleet Management Division reserves the right to inspect the vendor, their facilities, and personnel at any time to ensure that all regulations are being followed.

The specific type of vehicles requiring service in Groups I and III are light and utility vehicles (Class 1 thru 6). Examples: cars, light trucks, SUV's, step vans, bucket and boom trucks on light vehicle chassis.
Group II vehicles include those in classes 7 thru 9 including garbage trucks, dump trucks, fire trucks, and JEA electrical trucks.

COMPLIANCE WITH SPECIFICATIONS

Regulatory Compliance

The awarded vendors must be able to provide or produce the following at any time in the duration of the agreement.

Copies of hazardous material manifests

Safety policy and personal protective equipment

Maintain Shop Certifications

Proof of secured vehicle storage

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Service Compliance
The awarded vendor must maintain the following service points and have the documentation to verify:

Stay within the appraisal's hourly limits

Return the vehicle with the service complete and without defect (In Pre-Accident condition ready to issue to the user) in the service performed.
Order parts upon receipt of appraisal

Begin service within 2 days of receiving parts

Put City vehicles on a priority completion schedule – Vendor should average 4 hours per day repair time as per the estimate. Parts backorders notwithstanding.

Follow service procedures as set by the Fleet Vehicle Body Technician Supervisor

Service vehicles under warranty for the specified term on the bid

2 Deviations from these regulatory and/or service points will result in Fleet recommending rescission of award to Procurement. Additionally, any vehicle returned by the vendor unable to complete repairs will result in the vendor being recommended for rescission of award.

Fleet Management reserves the right to have any completed vehicle delivered to Fleet for a QA inspection at Fleet Management's discretion.

GROUP III -MOBILE PAINTLESS DENT REPAIR AND PAINT REPAIRS SCOPE AND QUALIFICATIONS
The awarded vendor will provide scheduled on-site dent removal and minor paint repairs for COJ vehicles. Repairs include dings, dents, bumper repairs, scratches, and blemishes.

Vendors must provide a mobile service that can perform all required services from that mobile vehicle.

Vendors must provide proof of independent industry training for each technician.

The vendor must have licensing required to provide the requested services in the State of Florida and provide those services in a manner meeting all EPA and FDEP requirements.

The technician providing the service must arrive before the scheduled repair time to begin providing service as soon as the vehicle is ready. All services must be completed the same day. Scheduling is important to our operators and often the vehicle will not be taken out of service while these repairs are made.

The technician will check in with the Fleet Management Body Shop before setting up for the scheduled repair.

Fleet Management will provide a suitable space to provide these services. Depending on the space available on the scheduled date, Fleet Management cannot guarantee access to electrical or water.

Unless instructed otherwise by the Fleet Management Vehicle Body Technician Supervisor only, all repairs will take place at 2581 Commonwealth Avenue, Jacksonville, FL 32254.

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Repairs will fall under one of the following classifications:

- Paint-less dent removal – Standard Repair Size is the size of a credit card. Vendor is to base price by the body panel and not by the individual dent repair.
- Bumper Repairs – Tears and rips less than 4 inches long and/or holes smaller than a quarter. Pricing does not include any welding or removal and installation charges.
- Painting and repairs – (P&R) This is a per panel charge for all panels on the vehicle including the bumpers. Price will include paint, base, clear, prep, primer, buffing, and paint blending. Additional body repair requirements are charged separately under the hourly charge and are negotiated directly with the Fleet Vehicle Body Technician Supervisor.

Removal and Installation Criteria

- To gain access behind the panel to weld a rip or crush
- To avoid masking the entire vehicle (Hood, etc)

PRICING

All repair pricing is separated on the Bid Proposal Form. Pricing is per repair. Hourly Charges include any plastic welding, body repair in addition to the painting, individual wet sanding, and buffing without a repair.

Removal and Instillation charge is for all panels. Fleet Management will not entertain bids with multiple panel R&I pricing.

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Docusign Envelope ID: 08A57378-541F-4213-8FA9-29834155B60E

SUBJECT: Collision Repair, Paint and Dent Removal Services

BID #: SC-0326-23 **OPEN DATE: 4/12/2023**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Three years 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: (17) **NUMBER RECEIVED:** (6) **OTHER:** (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to reject Group 1, Universal Body for not having a Gold Class Rating, and DJ's Collision Center for not signing the bid form. Recommend approval to update specifications and rebid Group 3 separately. Recommend approval of award to the lowest responsive, responsible bidders in Group 1 in the amount of $600,000.00 and Group 2 in the amount of $50,000.00 as follows:

Group 1: Jacksonville Chrysler Jeep Dodge Ram Baymeadows - $150,000.00
North Florida Lincoln - $150,000.00
Coggin Collision of Arlington - $150,000.00
Nimnicht Chevrolet - $150,000.00

Group 2: Universal Body Company - $50,000.00

Period of service is three years from date of award, with two (2) one (1) year renewal options. Estimated initial expenditure amount not-to-exceed $650,000.00.

Funding Source: 51101.114003.564010.000000.00000000.00000.000000 – To be encumbered by purchase order

Attachments: Recommendation Memo, Rejection Letters, Bid Tabulation, Terms & Conditions, Specifications

ANALYST: Corey Sidlo **RESPECTFULLY SUBMITTED** DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Crisencio Tongol, 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: 5/4/2023

OTHER:

ACTION OF AWARDING AUTHORITY DATE 5/8/23

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

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FINANCE AND ADMINSTRATION DEPARTMENT

FLEET MANAGEMENT DIVISION

Jacksonville
Where Florida Begins.

Date: April 25, 2023

To: Dustin Freeman, Chief of Procurement Division

Thru: Cris Tongol, Chief of Fleet Management Division

From: Eric Preacher, Fleet Management Administrator

Re: Recommendation of Award for SC-0326-23 Collision Repair, Paint and Dent Removal Services

Fleet Management Division is recommending rejecting Group 1, Universal Body for not having Gold Class Rating and DJ's Collision Center for not signing the bid form. Requesting approval to update specifications and rebid Group 3 separately.

Fleet Management Division is recommending award for Group 1 in the amount of $600,000.00 to various suppliers and Group 2 in the amount of $50,000. Period of Service is three (3) years from date of award with two (2) one (1) year renewal options. Estimated amount of expenditure not to exceed is $650,000.00.

Group 1: Jax Chrysler Jeep Dodge Ram Baymeadows - $150,000.00
North Florida Lincoln - $150,000.00
Coggin Collision of Arlington - $150,000.00
Nimnicht Chevrolet - $150,000.00

Group 2: Universal Body Company - $50,000.00

Funding Source: 51101.114003.564010.000000.00000000.00000.000000
FY23/FY24 to be encumbered by purchase order

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

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Sidlo, Corey

From: Kurtz, Sheryl
Sent: Tuesday, May 2, 2023 2:36 PM
To: Sidlo, Corey
Cc: Preacher, Erik
Subject: RE: SC-0326-23 COLLISION REPAIR, PAINT & DENT REMOVAL SERVICES
Attachments: Supplier checklist.pdf; Recommendation.pdf

Fleet Management visited all the vendor locations and had a check list of the requirements. That is the clarification on the gold star w/group 1. I have attached copies. Also, the updated memo.

Thank you,

Sheryl Kurtz
Equipment Procurement Coordinator
Fleet Management Division
904-255-7465
skurtz@coj.net

From: Sidlo, Corey <CSidlo@coj.net>
Sent: Tuesday, May 2, 2023 2:25 PM
To: Kurtz, Sheryl <SKURTZ@coj.net>
Subject: RE: SC-0326-23 COLLISION REPAIR, PAINT & DENT REMOVAL SERVICES

Thanks Sheryl. We'll need an updated memo that removes the line on rejecting Dodge/Chrysler, etc. and simply says we'll update specs and rebid Group 3 later. -The main thing is clarification on the gold star w/ Group 1. ☺

Sincerely,

Corey Sidlo
Purchasing Analyst
Procurement Division
City of Jacksonville
214 N. Hogan Street, Suite 833
Jacksonville, FL 32202
Phone: 904-255-8815
Email: csidlo@coj.net

24+ year military veteran, serving the City of Jacksonville

CITY OF JACKSONVILLE

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that fact and delete the copy you received. It is a violation of Federal Law to print, copy, retransmit, disseminate, or otherwise use this information.

From: Sidlo, Corey
Sent: Tuesday, May 2, 2023 9:00 AM
To: Preacher, Erik <ErikP@coj.net>; Kurtz, Sheryl <SKURTZ@coj.net>
Subject: SC-0326-23 COLLISION REPAIR, PAINT & DENT REMOVAL SERVICES
Importance: High

Good morning Erik & Sheryl,

A few questions came up during the review process that may push the subject to next week's GGAC. Questions are as follows:

1) Regarding the recommendation to reject Group 1, Universal Body for not having Gold Class Rating – how did fleet assess this for everyone (it wasn't required to show proof during the submission process that I can see, other than we is written on page 30). Page 30 of the bid doc reads, "All awarded shops must maintain ICAR Gold/Platinum Certification for the duration of the bid."

2) Regarding the recommendation to reject Group 3, Jacksonville Chrysler Jeep Dodge Ram Baymeadows, how did Fleet identify on their bid submission that they are subletting?

Thank you for your insight.

Sincerely,

Corey Sidlo
Purchasing Analyst
Procurement Division
City of Jacksonville
214 N. Hogan Street, Suite 833
Jacksonville, FL 32202
Phone: 904-255-8815
Email: csidlo@coj.net

24+ year military veteran, serving the City of Jacksonville

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COLLISION REPAIR VENDOR QUALIFICATION

CHECK OFF LIST

VENDOR: Universal Body DATE: 4-24-2023

1. Secure Storage ✓
2. 6 Foot Fence or Enclosed Shop ✓
3. Facilities Located inside COJ boundaries ✓
4. OSHA/EPA approved Paint Booth meets bid requirements ✓
5. ICAR Gold Class X
6. Posses all tools required to perform the scope of services ✓
7. Group II only: Large Paint Booth ✓
8. Can produce Safety Policy and PPE ✓
9. Vendor understands average 4 hours per day repair time required ✓
10. Vendor understands they must abide by estimates provided by COJ ✓
11. Vendor understands they must begin work within 2 days of receiving parts ✓

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COLLISION REPAIR VENDOR QUALIFICATION

CHECK OFF LIST

VENDOR: Nimarcht Chev DATE: 4-24-2023

1. Secure Storage ✓
2. 6 Foot Fence or Enclosed Shop ✓
3. Facilities Located inside COJ boundaries ✓
4. OSHA/EPA approved Paint Booth meets bid requirements ✓
5. ICAR Gold Class ✓
6. Posses all tools required to perform the scope of services ✓
7. Group II only: Large Paint Booth N/A
8. Can produce Safety Policy and PPE ✓
9. Vendor understands average 4 hours per day repair time required ✓
10. Vendor understands they must abide by estimates provided by COJ ✓
11. Vendor understands they must begin work within 2 days of receiving parts ✓

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COLLISION REPAIR VENDOR QUALIFICATION

CHECK OFF LIST

VENDOR: Coggin Collision DATE: 4-24-2023

1. Secure Storage ✓
2. 6 Foot Fence or Enclosed Shop ✓
3. Facilities Located inside COJ boundaries ✓
4. OSHA/EPA approved Paint Booth meets bid requirements ✓
5. ICAR Gold Class ✓
6. Posses all tools required to perform the scope of services ✓
7. Group II only: Large Paint Booth N/A
8. Can produce Safety Policy and PPE ✓
9. Vendor understands average 4 hours per day repair time required ✓
10. Vendor understands they must abide by estimates provided by COJ ✓
11. Vendor understands they must begin work within 2 days of receiving parts ✓

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COLLISION REPAIR VENDOR QUALIFICATION

CHECK OFF LIST

VENDOR: North Florida DATE: 4-24-2023

1. Secure Storage ✓
2. 6 Foot Fence or Enclosed Shop ✓
3. Facilities Located inside COJ boundaries ✓
4. OSHA/EPA approved Paint Booth meets bid requirements ✓
5. ICAR Gold Class ✓
6. Posses all tools required to perform the scope of services ✓
7. Group II only: Large Paint Booth N/A
8. Can produce Safety Policy and PPE ✓
9. Vendor understands average 4 hours per day repair time required ✓
10. Vendor understands they must abide by estimates provided by COJ ✓
11. Vendor understands they must begin work within 2 days of receiving parts ✓

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COLLISION REPAIR VENDOR QUALIFICATION

CHECK OFF LIST

VENDOR: Jax Dodge DATE: 4-24-2023

1. Secure Storage ✓
2. 6 Foot Fence or Enclosed Shop ✓
3. Facilities Located inside COJ boundaries ✓
4. OSHA/EPA approved Paint Booth meets bid requirements ✓
5. ICAR Gold Class ✓
6. Posses all tools required to perform the scope of services ✓
7. Group II only: Large Paint Booth N/A
8. Can produce Safety Policy and PPE ✓
9. Vendor understands average 4 hours per day repair time required ✓
10. Vendor understands they must abide by estimates provided by COJ ✓
11. Vendor understands they must begin work within 2 days of receiving parts ✓

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PROCUREMENT DIVISION

NOTIFICATION OF RECOMMENDED BID REJECTION

Date: May 3, 2023

Via Email: univbody@yahoo.com

Bidder's Name: Universal Body

Bid No: SC-0326-23

Title: Collision Repair, Paint and Dent Removal Services

Date Opened: 4/12/2023

REASON FOR RECOMMENDED BID REJECTION: Agency recommends rejecting your bid for Group 1 for not having a Gold Class Rating.

If you wish to protest the recommended rejection of this bid, please respond in accordance with the City of Jacksonville's bid protest procedures and email a copy to the City Purchasing Analyst associated with the protested bid.

NOTE: This intended action is only a recommendation to the appropriate Awarding Authority. The authority recommending award for this bid is the General Government Awards Committee scheduled for **Thursday, May 4, 2023 at 1:00 p.m.**

Purchasing Analyst's Signature: _____

214 N. Hogan St., Suite 800 | Jacksonville, FL 32202 | Phone: 904.255-8815 | Fax: 904.255-8837

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Sidlo, Corey

From: Sidlo, Corey
Sent: Wednesday, May 3, 2023 9:37 AM
To: univbody@yahoo.com
Subject: SC-0326-23
Attachments: UNIVERSAL BODY.pdf

Good morning Universal Body,

Thank you for your bid. Unfortunately, I have to reject your bid because you meet a required specification; details are attached in the formal notification letter.

Sincerely,

Corey Sidlo
Purchasing Analyst
Procurement Division
City of Jacksonville
214 N. Hogan Street, Suite 833
Jacksonville, FL 32202
Phone: 904-255-8815
Email: csidlo@coj.net

24+ year military veteran, serving the City of Jacksonville

CITY OF JACKSONVILLE

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PROCUREMENT DIVISION

NOTIFICATION OF RECOMMENDED BID REJECTION

Date: May 3, 2023

Bidder's Name: DJ's Collision Center

Bid No: SC-0326-23

Title: Collision Repair, Paint and Dent Removal Services

Date Opened: 4/12/2023

REASON FOR RECOMMENDED BID REJECTION: Agency recommends rejecting your bid for not signing the Bid Form.

If you wish to protest the recommended rejection of this bid, please respond in accordance with the City of Jacksonville's bid protest procedures and email a copy to the City Purchasing Analyst associated with the protested bid.

NOTE: This intended action is only a recommendation to the appropriate Awarding Authority. The authority recommending award for this bid is the General Government Awards Committee scheduled for **Thursday, May 4, 2023 at 1:00 p.m.**

Purchasing Analyst's Signature: _____

214 N. Hogan St., Suite 800 | Jacksonville, FL 32202 | Phone: 904.255-8815 | Fax: 904.255-8837

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Sidlo, Corey

From: Sidlo, Corey
Sent: Wednesday, May 3, 2023 9:35 AM
To: Julie Walker
Subject: SC-0326-23
Attachments: DJ's COLLISION CENTER.pdf

Good morning Julie,

Thank you for your bid. Unfortunately, the Bid form was not signed and I have to reject your bid.

Sincerely,

Corey Sidlo
Purchasing Analyst
Procurement Division
City of Jacksonville
214 N. Hogan Street, Suite 833
Jacksonville, FL 32202
Phone: 904-255-8815
Email: csidlo@coj.net

24+ year military veteran, serving the City of Jacksonville

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BID TABULATION

Title:	**COLLISION REPAIR, PAINT & DENT REMOVAL SERVICES**		**COGGIN COLISSION OF ARLINGTON**		**JACKSONVILLE CHRYSTLER JEEP DODGE RAM BAYMEADOWS**		**NORTH FLORIDA LINCOLN**	
Bid No.:	SC-0326-23							
Opening Date:	April 12, 2023							
Analyst:	Corey Sidlo							
No. Invited:	(17) **No. Received:** (6) **Other:** (0)							
Recorded By:								
	GROUP 1: COLLISION REPAIR, PAINT & AUTOBODY							
Line item	**Description**	**Estimated Hours**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**
1	Paint Labor - Hourly Rate	1650	$48.00	$79,200.00	$50.00	$82,500.00	$48.00	$79,200.00
2	Mechanical Labor - Hourly Rate	75	$95.00	$7,125.00	$100.00	$7,500.00	$85.00	$6,375.00
3	Body/Frame Labor - Hourly Rate	2800	$48.00	$134,400.00	$50.00	$140,000.00	$48.00	$134,400.00
4	Paint & Paint Supplies - Hourly Rate	1650	$38.00	$62,700.00	$30.00	$49,500.00	$30.00	$49,500.00
5	Body and Frame Labor Aluminum - Hourly Rate	150	$95.00	$14,250.00	$50.00	$7,500.00	$48.00	$7,200.00
6	Discount from list price - Domestic Vehicles	300,000	10%	$270,000.00	30%	value not listed	10%	minus $276,675.00
7	Discount from list price - Foreign Vehicles	25,000	5%	$23,750.00	15%	value not listed	5%	minus $1,250.00
		Group 1 Total Bid (Line items 1 - 5):	**$591,425.00**		**$287,000.00**		**$245,425.00**	
	GROUP 2: HEAVY TRUCK COLLISION REPAIR, PAINT & AUTOBODY							
Line item	**Description**	**Estimated Hours**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**
1	Paint Labor - Hourly Rate	1650			$50.00	$82,500.00		
2	Mechanical Labor - Hourly Rate	75			$100.00	$7,500.00		
3	Body/Frame Labor - Hourly Rate	2800			$50.00	$140,000.00		
4	Paint & Paint Supplies - Hourly Rate	1650			$30.00	$49,500.00		
5	Body and Frame Labor Aluminum - Hourly Rate	150			$50.00	$7,500.00		
		Group 2 Total Bid (Line items 1 - 5):	**NO BID**		**$287,000.00**		**NO BID**	
	GROUP 3: MOBILE PAINTLESS DENT REMOVAL & PAINT							
Line item	**Description**	**Estimated Hours**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**
1	PDR - Per Panel	100 Each				value not listed		
2	(P & R) Front Cover (Bumper)	100 Each				value not listed		
3	Bumper Repair per Hour Rate	120 Hours				value not listed		
4	Bumper Repair Removal & Installation	10 Each				value not listed		
5	Bumper Repair Full	10 Each				value not listed		
6	Bumper Repair Partial	20 Each				value not listed		

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7	(P & R) Hood	5 Each				value not listed		
8	(P & R) Painting & Repairs Rear Cover (Bumper)	100 Each				value not listed		
9	(P & R) Left or Right Quarter Panel	20 Each				value not listed		
10	(P & R) Left or Right Rear Door	5 Each				value not listed		
11	(P & R) Left or Right Door	5 Each				value not listed		
12	(P & R) Left or Right Fender	20 Each				value not listed		
		Group 3 Total Bid (Line items 1 - 12):	**NO BID**		**VALUE NOT LISTED**		**NO BID**	
		Grand Total Groups 1 - 3 Combined:	**$591,425.00**		**$574,000.00**		**$245,425.00**	
		Terms:	NONE LISTED		NOT LISTED		0%	
		Delivery:	NONE LISTED		2 BUSINESS DAYS		30 DAYS	
		Signed Bid Form:	YES		YES		YES	
		Bid Proposal Form:	YES		YES		YES	
		Conflict of Interest Certificate:	YES		YES		YES	
		Addendum (1 & 2):	YES		YES (2), NOT (1)		YES	

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BID TABULATION

Title:	COLLISION REPAIR, PAINT & DENT REMOVAL SERVICES		UNIVERSAL BODY COMPANY, INC		NIMNIGHT CHEVROLET		DJ'S COLISSION CENTER	
Bid No.:	SC-0326-23							
Opening Date:	April 12, 2023							
Analyst:	Corey Sidlo							
No. Invited:	(17) No. Received: (6) Other: (0)							
Recorded By:								
	GROUP 1: COLLISION REPAIR, PAINT & AUTOBODY							
Line item	**Description**	**Estimated Hours**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**
1	Paint Labor - Hourly Rate	1650	$50.00	$82,500.00	$52.00	$85,800.00	$38.00	$62,700.00
2	Mechanical Labor - Hourly Rate	75	$75.00	$5,625.00	$100.00	$7,500.00	$95.00	$7,125.00
3	Body/Frame Labor - Hourly Rate	2800	$50.00	$140,000.00	$52.00	$145,600.00	$38.00	$106,400.00
4	Paint & Paint Supplies - Hourly Rate	1650	$32.00	$52,800.00	$36.00	$59,400.00	$25.00	$41,250.00
5	Body and Frame Labor Aluminum - Hourly Rate	150	$60.00	$9,000.00	$105.00	$15,700.00	$70.00	$10,500.00
6	Discount from list price - Domestic Vehicles	300,000	NONE	NONE	10%	$270,000.00	10%	($30,000.00)
7	Discount from list price - Foreign Vehicles	25,000	NONE	NONE	3%	$24,250.00	5%	($1,250.00)
	Group 1 Total Bid (Line items 1 - 5):		**$289,925.00**		**$608,250.00**		**$100,925.00**	
	GROUP 2: HEAVY TRUCK COLLISION REPAIR, PAINT & AUTOBODY							
Line item	**Description**	**Estimated Hours**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**
1	Paint Labor - Hourly Rate	1650	$65.00	$107,250.00				
2	Mechanical Labor - Hourly Rate	75	$80.00	$6,000.00				
3	Body/Frame Labor - Hourly Rate	2800	$65.00	$182,000.00				
4	Paint & Paint Supplies - Hourly Rate	1650	$35.00	$57,750.00				
5	Body and Frame Labor Aluminum - Hourly Rate	150	$65.00	$9,750.00				
	Group 2 Total Bid (Line items 1 - 5):		**$362,750.00**		**NO BID**		**NO BID**	
	GROUP 3: MOBILE PAINTLESS DENT REMOVAL & PAINT							
Line item	**Description**	**Estimated Hours**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**
1	PDR - Per Panel	100 Each						

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2	(P & R) Front Cover (Bumper)	100 Each						
3	Bumper Repair per Hour Rate	120 Hours						
4	Bumper Repair Removal & Installation	10 Each						
5	Bumper Repair Full	10 Each						
6	Bumper Repair Partial	20 Each						
7	(P & R) Hood	5 Each						
8	(P & R) Painting & Repairs Rear Cover (Bumper)	100 Each						
9	(P & R) Left or Right Quarter Panel	20 Each						
10	(P & R) Left or Right Rear Door	5 Each						
11	(P & R) Left or Right Door	5 Each						
12	(P & R) Left or Right Fender	20 Each						
		Group 3 Total Bid (Line items 1 - 12):	**NO BID**		**NO BID**		**NO BID**	
		Grand Total Groups 1 - 3 Combined:	**$652,675.00**		**$608,250.00**		**$100,925.00**	
		Terms:	0%		NOT LISTED		NOT LISTED	
		Delivery:	10 DAYS		NOT LISTED		30 DAYS	
		Signed Bid Form:	YES		YES		***NOT SIGNED***	
		Bid Proposal Form:	YES		YES		YES	
		Conflict of Interest Certificate:	YES		YES		YES	
		Addendum (2):	YES		YES		YES	

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TERMS AND CONDITIONS

COLLISION REPAIR, PAINT AND DENT REMOVAL SERVICES

SCOPE

The Fleet Management Division of the City of Jacksonville, Florida is currently accepting bids to obtain source (s) of supply for the services 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 services and to obtain pricing commitments for Collision Repair/Paint/Dent Removal as listed in the bid documents.
The City will award for a variety of collision repair, paint and body repair, mobile paint-less dent removal (PDR), and mobile paint repair services.

AWARD

Award will be **BY GROUP** to the lowest responsive, responsible bidder in each group. Bidders must bid on all items in a group to be considered for award of that group. Award will be made to the top 5 bidders for Group I based on total cost. All awards are subject to the availability of funds.

TERM OF AGREEMENT

The term of this agreement is April 14, 2023 through April 13, 2026, 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 the items and services in accordance with the bid documents provided. Bid only a single offering for each bid item. Multiple offerings, alternates and or stipulations may be cause for bid rejection. Bid only on forms provided herein unless otherwise stated. Bid submission 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. 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.

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.

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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.

DELIVERY

Delivery will be made to 2581 Commonwealth Avenue, Jacksonville, Florida 32254
A packing list shall accompany all shipments, which shall indicate, at a minimum; purchase order number, item number and description, date of shipment, quantity ordered and shipped, unit prices, and unit of measure.

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.

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 invoices shall be submitted to the City of Jacksonville, Fleet Management Division, 2581 Commonwealth Avenue, Jacksonville, FL 32254 once services are completed.

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. The awarded vendor will be required to submit the copy of insurance certificate within ten (10) days from date of receipt of award notice. Bid number should be listed on certificate.

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SPECIFICATIONS

COLLISION REPAIR, PAINT AND DENT REMOVAL SERVICES

The following specification is separated into two sections: Collision Repair, Paint, and Auto Body with Shops, and Mobile Paint-less Dent Repair (PDR) and Paint Repairs.
Bid Groups I and II are specified in Section 1 of this solicitation, Mobile PDR and Paint Repairs (Group III) is specified in Section 2.

COLLISION REPAIR, PAINT, AND AUTO BODY GROUPS I AND II SCOPE

The City of Jacksonville (City) is soliciting for vendors to provide collision repair, paint, and body repairs citywide as needed or directed by the Fleet Management Division (Fleet). The repairs shall include City maintained vehicles (ownership may be City, State, or Federal) involved in single and multi-vehicle collisions, property damage claims, arresting procedures, and other sources of paint and or body damage. Vehicles included in this specification will have both aluminum and steel bodies.

VENDOR QUALIFICATION - GROUPS I and II

Fleet Management will inspect the facilities and records only for each bidder recommended for award. The inspection will occur before award is made. If the recommended bidder is not compliant, with the qualifications, that vendor will be considered non-responsive and the City will recommend the next lowest responsible, responsive bidder. By signing this solicitation, the bidders take responsibility for having all facilities, tools, and equipment necessary to perform the requested services in compliance with these specifications immediately upon award. Any allowable deviations are specifically noted below.

Facilities for these services must have a secure area for storing City vehicles during and upon completion of vehicle repair. The minimum secured area is either fenced in six feet high, or inside the vendor's shop. At no time are City vehicles to be stored outside of the secured area. Bidders are responsible for the repair of any vehicle damaged at their facility.

Bidders must submit a list of their facilities (if possessing more than one) or the location of their facility with their bid submission.

All facilities intended to service this solicitation must reside inside the Jacksonville, FL, Duval County Area. Each facility must have an OSHA/EPA approved paint booth with filtering system and necessary fire protection. Unit must be enclosed with OSHA/EPA compliant filtering. Unit must be sufficient to paint and dry multiple vehicles daily. Limited prep paint stations are not compliant.

All awarded shops must maintain ICAR Gold/Platinum Certification for the duration of the bid.

Vendor must possess all tools necessary to perform the requested services herein. These must include welding equipment, body and frame straightening equipment for both steel and aluminum bodied vehicles. Heavy Truck Bidders (Group II) must have a large paint booth to paint heavy trucks on site.

Group II bidders must have a large paint booth at the time of bid submission and be able to straighten frames on these classes of vehicles.

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APPRAISALS

All third party fault accident appraisals will be performed by the vendor chosen by the City of Jacksonville Risk Management.

The Fleet Management Division Vehicle Body Technician Supervisor or our chosen vendor will perform the estimate for all other repairs. The Software used to provide these estimates may vary throughout the duration of this agreement.

Fleet Management will provide the appropriate appraisals to the awarded vendor.
The awarded vendors, by signing this solicitation, agree to perform the requested services based on these estimates.

PARTS PROCUREMENT

Each awarded vendor will provide the City with a 10% discount from list price on all parts provided for repair to COJ vehicles. List price is set by and listed on the Appraisal.

PARTS USAGE

The vendor will use the type and grade of part as desired or directed by the City Fleet (Fleet Management) Vehicle Body Technician Supervisor. This will include OEM or aftermarket parts. Determination of parts suitability will rest with the City of Jacksonville only.

PARTS INVOICES

The collision vendor is responsible for turning in parts invoices to Fleet for all parts they order for the vehicles. If, these invoices are not received with the repair service invoice, Fleet Management will not pay the repair service invoice until the outstanding parts invoices are received.

PAINT

List the Primary Paint Manufacturer your facility uses:

_____

Mil. Thickness upon completion_____
List the typical Primer your facility uses:

_____

WORK SCHEDULING AND VIEWING OF VEHICLES

The City of Jacksonville, Fleet Management Division, Body Shop working hours are 7:00 A.M. to 3:00 P.M., Monday thru Friday receiving hours until 2:00 P.M.. The vendor must arrange any pickup or delivery of vehicles with the Body Shop. After hour delivery is not allowed. Fleet Management is not responsible for any damage to vehicles delivered and not properly coordinated with the Fleet Body Shop.

Based on the appraisal and discretion of the City, the Fleet management Vehicle Body Technician Supervisor will schedule all work for Group I with the lowest awarded vendor, next lowest, and on down to the 5th awarded vendor. Scheduling will be based on the vendor workload. Any COJ vehicle without parts ordered within 2 days of receipt will be removed and scheduled with the next lowest awarded vendor. Awarded vendors are prohibited from allowing COJ vehicles to sit without service being performed. The vendor will provide the service as specified herein. The repair must begin within 2 days of receipt of parts and awarded vendors must average 4 hours a day of work to COJ vehicles. The Fleet Management Division reserves the right to schedule vehicles with any awarded vendor. The final decision whether to repair a vehicle, how to repair a vehicle, and what parts to use rest with the Fleet Management Division only.

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The City of Jacksonville Risk Management Appraiser is subject to change and will have no effect on this agreement. Appraisals are held Wednesdays at 1:00 P.M. at the Fleet Management Body Shop. Those appraisals are provided to the appropriate vendor before service has begun. Once any additional damage is discovered, the vendor must immediately provide the supplement to the Fleet Vehicle Body Technician Supervisor via E-mail. Fleet will re-appraise the vehicle for a supplemental increase before the additional damage is repaired. If the supplemental damage is repaired before receiving the approval of the Fleet Vehicle Body Technician Supervisor, the additional services will not be paid. The Fleet Management Vehicle Body Technician Supervisor has the final say in any appraisal dispute.

PRICING

Vendor will submit pricing for the hourly labor rates on the bid proposal form. Aluminum body and frame rate is only appraised/paid for metalwork performed on an aluminum panel. Aluminum body and frame rate is not paid for replacing an aluminum body part.

WARRANTY

The minimum warranty acceptable under this solicitation is 1 year for paint and labor, and the manufacturer's warranty on parts. All bidders are to include a copy of their warranty with their bid submission.

REGULATORY

All awarded vendors must make sure that all employees follow OSHA regulations at all times. It is reasonably expected that all vendors bidding on services with the City of Jacksonville follow all Federal, State, and Local regulations as they pertain to their industry. If it deems necessary, the City of Jacksonville, Fleet Management Division reserves the right to inspect the vendor, their facilities, and personnel at any time to ensure that all regulations are being followed.

The specific type of vehicles requiring service in Groups I and III are light and utility vehicles (Class 1 thru 6). Examples: cars, light trucks, SUV's, step vans, bucket and boom trucks on light vehicle chassis.
Group II vehicles include those in classes 7 thru 9 including garbage trucks, dump trucks, fire trucks, and JEA electrical trucks.

COMPLIANCE WITH SPECIFICATIONS

Regulatory Compliance

The awarded vendors must be able to provide or produce the following at any time in the duration of the agreement.

Copies of hazardous material manifests

Safety policy and personal protective equipment

Maintain Shop Certifications

Proof of secured vehicle storage

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Service Compliance
The awarded vendor must maintain the following service points and have the documentation to verify:

Stay within the appraisal's hourly limits

Return the vehicle with the service complete and without defect (In Pre-Accident condition ready to issue to the user) in the service performed.
Order parts upon receipt of appraisal

Begin service within 2 days of receiving parts

Put City vehicles on a priority completion schedule – Vendor should average 4 hours per day repair time as per the estimate. Parts backorders notwithstanding.

Follow service procedures as set by the Fleet Vehicle Body Technician Supervisor

Service vehicles under warranty for the specified term on the bid

2 Deviations from these regulatory and/or service points will result in Fleet recommending rescission of award to Procurement. Additionally, any vehicle returned by the vendor unable to complete repairs will result in the vendor being recommended for rescission of award.

Fleet Management reserves the right to have any completed vehicle delivered to Fleet for a QA inspection at Fleet Management's discretion.

GROUP III -MOBILE PAINTLESS DENT REPAIR AND PAINT REPAIRS SCOPE AND QUALIFICATIONS
The awarded vendor will provide scheduled on-site dent removal and minor paint repairs for COJ vehicles. Repairs include dings, dents, bumper repairs, scratches, and blemishes.

Vendors must provide a mobile service that can perform all required services from that mobile vehicle.

Vendors must provide proof of independent industry training for each technician.

The vendor must have licensing required to provide the requested services in the State of Florida and provide those services in a manner meeting all EPA and FDEP requirements.

The technician providing the service must arrive before the scheduled repair time to begin providing service as soon as the vehicle is ready. All services must be completed the same day. Scheduling is important to our operators and often the vehicle will not be taken out of service while these repairs are made.

The technician will check in with the Fleet Management Body Shop before setting up for the scheduled repair.

Fleet Management will provide a suitable space to provide these services. Depending on the space available on the scheduled date, Fleet Management cannot guarantee access to electrical or water.

Unless instructed otherwise by the Fleet Management Vehicle Body Technician Supervisor only, all repairs will take place at 2581 Commonwealth Avenue, Jacksonville, FL 32254.

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Repairs will fall under one of the following classifications:

- Paint-less dent removal – Standard Repair Size is the size of a credit card. Vendor is to base price by the body panel and not by the individual dent repair.
- Bumper Repairs – Tears and rips less than 4 inches long and/or holes smaller than a quarter. Pricing does not include any welding or removal and installation charges.
- Painting and repairs – (P&R) This is a per panel charge for all panels on the vehicle including the bumpers. Price will include paint, base, clear, prep, primer, buffing, and paint blending. Additional body repair requirements are charged separately under the hourly charge and are negotiated directly with the Fleet Vehicle Body Technician Supervisor.

Removal and Installation Criteria

- To gain access behind the panel to weld a rip or crush
- To avoid masking the entire vehicle (Hood, etc)

PRICING

All repair pricing is separated on the Bid Proposal Form. Pricing is per repair. Hourly Charges include any plastic welding, body repair in addition to the painting, individual wet sanding, and buffing without a repair.

Removal and Instillation charge is for all panels. Fleet Management will not entertain bids with multiple panel R&I pricing.

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