SUBJECT: Auto Glass Replacement

BID #: SC-0281-18 **OPEN DATE:** 6/13/2018

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – From date of award through September 30, 2018 with two (2) one (1) year renewal options

AGENCY: Fleet Management Division

BASIS OF AWARD: All or None to the Lowest Responsive, Responsible Bidder

NUMBER OF BIDS INVITED: 9 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the second and final renewal option with AAA Auto Glass, Inc. Period of service is from October 1, 2019 through September 30, 2020. Total revised annual estimated expenditure amount is $101,000.00, for a total expenditure amount not to exceed $281,000.00.

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

Attachments: Recommendation Memo, Vendor Letter and Previous Awards

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2019. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

Analyst: _____
Annette Burney

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Crisencio Tongol, Chief, Fleet Management Division

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

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

FINANCE AND ADMINSTRATION DEPARTMENT

FLEET MANAGEMENT DIVISION

Jacksonville

Where Florida Begins.

Date: September 10, 2019

To: Gregory Pease, Chief of Procurement Division

Thru: Cris Tongol, Fleet Management Administrator

From: Erik Preacher, Fleet Financial Services Manager

Re: Recommendation to utilize the Second (2nd) Renewal option for SC-0281-18 Auto Glass Replacement

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Fleet Management is requesting approval to utilize the Second (2nd) renewal option for the period of October 1, 2019 through September 30, 2020. All terms, conditions and pricing will remain the same as previously awarded.

Total expenditures for the Second renewal period not to exceed $101,000.00. Total expenditure for the contract period not to exceed $281,000.00.

AFFM511-04602 will be utilized for these purchases.

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2019. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

2581 Commonwealth Ave. Jacksonville, FL 32254 Phone 904.255.7499 Fax 904.381.4607 www.coj.net

Auto Glass
2750 Lane Avenue North
Jacksonville, FL 32254

September 10, 2019

To: Sheryl Kurtz
Equipment Procurement Coordinator
Fleet Management Division
2581 Commonwealth Ave.
Jacksonville, FL 32254

Re: Second Renewal Option for SC-0281-18, Groups 1, 2, 3 & 4: Auto Glass Replacement. For the period of October 1, 2019 through September 30, 2020.

AAA Auto Glass, Inc. located at 2750 Lane Avenue North, Jacksonville, FL 32254, will honor all terms and conditions, specifications, and awarded bid pricing for the renewal period of October 1, 2019 through September 30, 2020.

Please feel free to contact me with any questions or requirements for additional information.

Best regards,

Kimberly A. Byerly

Kimberly A. Byerly
General Manager
Phone (904) 632-4990
Kim.Byerly@Clubassist.com

SUBJECT: Auto Glass Replacement

BID #: SC-0281-18

OPEN DATE: 6/13/2018

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – From date of award through September 30, 2018 with two (2) one (1) year renewal options

AGENCY: Fleet Management Division

BASIS OF AWARD: All or None to the Lowest Responsive, Responsible Bidder

NUMBER OF BIDS INVITED: 9 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with AAA Auto Glass, Inc. by $37,000.00 for the period ending September 30, 2019. Total revised estimated expenditure amount is $101,000.00, for a not to exceed expenditure amount of $180,000.00.

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

Attachments: Recommendation Memo and Previous Awards

Analyst: Annette Burney

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Crisencio Tongol, Chief, Fleet Management Division

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 8/15/19

OTHER:

ACTION OF AWARDING AUTHORITY DATE 8/16/19

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

ADMINISTRATIVE AWARD
SC-0281-18

DESCRIPTION OF GOODS/SERVICES: Recommend approval to utilize the first renewal option for the period of October 1, 2018 through September 30, 2019 with AAA Auto Glass, Inc. All terms, conditions and pricing will remain the same as previously awarded.

Total expenditures for the first renewal period not to exceed $64,000.00. Total expenditure for the contract period not to exceed $128,000.00.

Funding for this award to be encumbered by account AFFM511-04602

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2018. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

FOR AGENCY/DEPARTMENT: FLEET MANAGEMENT

REQUISITION NUMBERS: N/A

NUMBER FIRMS SOLICITED: 9 **NUMBER FIRMS BIDDING:** 1

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION:

RECOMMEND AWARD TO: AAA Auto Glass, Inc

CONCURRENCE BY: Cris Tongol, Fleet Management Administrator

PRICE: $128,000.00 **TERMS:** NET 30

REASON FOR NOT ACCEPTING LOW BID:

Sharon Williams
Buyer

8/9/18
Date

Asst. Manager Purchasing Services

8/9/2018
Date

APPROVAL

Gregory Pease, Chief, Procurement Division

8/13/18
Date

SUBJECT: Auto Glass Replacement

BID #: SC-0281-18

OPEN DATE: 6/13/2018

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – From date of award through September 30, 2018 with two (2) one (1) year renewal options

AGENCY: Fleet Management Division

BASIS OF AWARD: All or None to the Lowest Responsive, Responsible Bidder

NUMBER OF BIDS INVITED: 9 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Administrative award was approved 11/2/17 in the amount of $64,000.00.

Recommend approval to increase the award with AAA Auto Glass, Inc. by $15,000.00 for glass replacement through September 30, 2018. Total revised expenditure amount is $79,000.00.

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

Attachments: Recommendation Memo and Previous Award

Analyst: Annette Burney

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Crisencio Tongol, Chief, Fleet Management Division

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 8/02/18

OTHER:

ACTION OF AWARDING AUTHORITY DATE 8/02/18

MR APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

ADMINISTRATIVE AWARD
BID NO: SC-0281-18

DESCRIPTION OF GOODS/SERVICES: Recommend approval of award to the only responsive, responsible bidder, AAA Auto Glass Inc., for Auto Glass Replacement in the total not to exceed amount of $64,000.00. Period of service is from date of award through September 30, 2018 with two (2) one (1) year renewal options.

FOR AGENCY/DEPARTMENT: FLEET MANAGEMENT

REQUISITION NUMBERS: N/A

NUMBER FIRMS SOLICITED: 9 **NUMBER FIRMS BIDDING:** 1

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION:

RECOMMEND AWARD TO: AAA AUTO GLASS INC.

CONCURRENCE BY: C. J. Thompson, Chief of Fleet Management

PRICE: $64,000.00 **TERMS:** NET 30

REASON FOR NOT ACCEPTING LOW BID:

Buyer

Date 10/30/17

Asst. Manager of Purchasing Services

Date 10/31/2017

APPROVAL:

Gregory Pease Chief, Procurement Division

Date 11/2/17