**SUBJECT: Purchase of 2019 Ford Super-Duty F-350 Pickup Trucks**

**BID #:** SC-0357-19 **OPEN DATE:** 3/20/2019

**GENERAL GOVERNMENT AWARDS COMMITTEE**

**KIND AND BASIS OF CONTRACT:** Date of award through September 30, 2019, 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:** 6 **NUMBER RECEIVED:** 4 **OTHER:** 0

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**
Recommend approval of award to the lowest responsive, responsible bidder, Duval Ford LLC for the purchase of 2019 Ford Super-Duty F-350 Pickup Trucks. Period of service is from date of award through September 30, 2019 with two (2) one (1) year renewal options. Total expenditure amount not to exceed $274,530.00.

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

Attachments: Recommendation Memo, Tabulation and Terms and Conditions

**Analyst:** _____ Annette Burney

**RESPECTFULLY SUBMITTED:** _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

**CONCURRENCE BY:** 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: March 27, 2019

To: Gregory Pease, Chief of Procurement Division

Thru: Cris Tongol, Chief of Fleet Management

From: David Hylazewski, Equipment Control Administrator DH

Re: Recommendation of Approval of Award SC-0357-19 Purchase of 2019 Ford Super-Duty F-350 Pickup Trucks

Fleet Management Division is recommending approval of award to Duval Ford LLC for the purchase of 2019 Ford F-350 Super Duty Pickup Trucks. Period of Service is Date of Award through September 30, 2019.Estimated annual expenditure not to exceed $274,530.00.

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

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

TITLE: Purchase of 2019 Ford Super-Duty F-350 Pickup Trucks (or Equivalent)
BID NO.: SC-0357-19
OPEN DATE: 3/20/19 @ 2 p.m.
ANALYST: Annette Burney
No. Invited: ( 6 ) No. Received ( 4 ) No Bids: ( 0 )
Recorded By: Renata Barnett Announcer: Sharon Williams

| ITEM | DESCRIPTION | EST. QTY | UNIT | Duval Ford LLC | | Garber Ford, Inc. | | Bozard Ford | | Beck Auto Sales, Inc. | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | UNIT PRICE | EXTENDED TOTAL | UNIT PRICE | EXTENDED TOTAL | UNIT PRICE | EXTENDED TOTAL | UNIT PRICE | EXTENDED TOTAL |
| 1 | 2019 Ford Super Duty F-350 SRW XL 4x4 Crew Cab | 5 | EA | $ 46,720.00 | $ 233,600.00 | $ 47,811.00 | $ 239,055.00 | $ 48,296.00 | $ 241,480.00 | $ 48,299.00 | $ 241,495.00 |
| Equivalent Brand Offered | | | | | | | | | | | |
| 2 | 2019 Ford Super Duty F-350 DRW XL 2WD Super Cab | 1 | EA | $ 40,930.00 | $ 40,930.00 | $ 41,396.00 | $ 41,396.00 | $ 41,696.00 | $ 41,696.00 | $ 42,910.00 | $ 42,910.00 |
| Equivalent Brand Offered | | | | | | | | | | | |
| | | | Total Price : | $ 274,530.00 | | $ 280,451.00 | | $ 283,176.00 | | $ 284,405.00 | |
| | | | TERMS: | 10 | | 0 | | 30 | | N/S | |
| | | | DELIVERY (Business Days): | 120 | | 90 | | 150 | | 120 | |
| | | | CONFLICT OF INTEREST: | Y | | Y | | Y | | Y | |
| | | | ADDENDUM( 0 ): | N/A | | N/A | | N/A | | N/A | |

# TERMS AND CONDITIONS

1. SCOPE

The Fleet Management Division of the City of Jacksonville, Florida is currently accepting bids to obtain source (s) of supply for the goods outlined in the bid documents. The purpose of this bid invitation is to obtain information about your firm and its ability to provide these items and to obtain pricing commitments for the purchase of 2019 Ford Super-Duty F-350 Pickup Trucks (or Equivalent) per the attached specifications.

2. AWARD

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

3. TERM OF AGREEMENT

The term of this agreement is from **date of award through September 30, 2019.** Renewal options may be exercised at the discretion of the City based on supplier performance and adherence to the terms and conditions set forth in the bid documents.

4. PRE-BID CONFERENCE

Not Applicable.

5. 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).

6. QUANTITIES

Quantities indicated reflect the estimated quantities to be purchased throughout the contract period and are subject to fluctuation in accordance with actual requirements. The City reserves the right to purchase more than the estimated quantities listed or not to make any purchase against this bid if it so deems necessary anytime during the contract period.

The City of Jacksonville reserves the right to add or delete items and options as necessary during the contract period.

7. PRICES

All unit prices shall include freight, delivery and handling charges to the delivery locations as outlined in the bid documents.

8. 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.

9. DELIVERY

Final delivery of any vehicles will take place at 2581 Commonwealth Avenue, Jacksonville, Florida 32254 between the hours of 7:00 am and 2:30 pm, Monday thru Friday. There will be no exceptions to the times stated unless prior arrangement with Fleet Management has been made. No acceptance of any vehicles will take place during any City observed holiday. All orders are FOB destination.

A packing list shall accompany all shipments, which shall indicate, at a minimum, the following; purchase order number, item number and description, date of shipment, quantity ordered and shipped, unit prices, and unit of measure. Parts list for each vehicle delivered to be included with the invoice. This must include the OE part number for each item used in the build of the vehicle. Bidder can include as paper, CD, or website where the information is readily available. If the list is on CD, it must be PDF format and searchable. Vendor must state a warranty on labor for all installed items.

10. PICK UP AND RETURNS

COJ will have 48 hours to inspect all vehicles delivered. COJ will use the same form the vendor is required to use. Any vehicles with discrepancies will be picked up within 24 hours and returned immediately or the vendor can send a technician to COJ Fleet Management to correct the discrepancy within 24 hours. The vendor will repair and return any vehicles picked up at Fleet before delivery of additional vehicles. This return and repair will not relieve the vendor of their monthly requirements.

11. COMPLIANCE WITH SPECIFICATIONS

The bidder, by affixing their signature to the bid form submitted, agrees to provide items(s) in accordance with the bid documents provided. Bid only a single offering for each bid item. Multiple offerings, alternates (unless stated) and or stipulations may be cause for bid rejection. Bid only on forms provided herein unless otherwise stated. Bid submissions shall be in ink or typewritten. All corrections must be initialed.

12. SUPPLIER ACCESSIBILITY

The City or its representative must be able to contact, during normal business hours, by telephone or email any supplier providing goods or services to the City or its agencies. Any supplier accessibility requirements outlines in the specifications supersede this section.

The City may request, during the term of this bid, reports including but not limited to; usage, pricing, and delivery. Suppliers will be required to provide reports requested in hard copy and electronic format as required.

13. REPORTING

The City may request, during the term of this bid, reports including but not limited to; usage, pricing and delivery. Suppliers will be required to provide reports requested in hard copy and electronic format as required.

14. INVOICING

Invoices will be issued once supplies/services are delivered and/or rendered to the City of Jacksonville or its agencies. At a minimum, invoices must include the purchase order number, item number and description, date of shipment, quantity ordered and shipped, unit prices, unit of measure and extended totals. Payment terms are Net 30 days. All original invoices shall be submitted to: Fleet Mgmt., 2581 Commonwealth Avenue, Jacksonville, Florida 32254.

QWS3270X 4/1/2019 11:46 AM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 04/01/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 11:45 AM

FISCAL MO/YEAR : 07 2019 CURRENCY CODE :
INDEX CODE : AFFM513 FLEET MGMT-VEHICLE REPLACEMENT PAY-GO
SUBOBJECT : 06401 MOBILE EQUIPMENT
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

| S | APR 2019 | ANNUAL BALANCE | ALL YEARS BALANCE |
|---|---|---|---|
| ESTIMATED REVENUES | .00 | .00 | .00 |
| REVENUES | .00 | .00 | .00 |
| UNREALIZED REVENUES | .00 | .00 | .00 |
| BUDGET | .00 | 40,004,828.10 | 40,004,828.10 |
| EXPENDITURES | .00 | 10,054,547.47 | 10,054,547.47 |
| ENCUMBRANCES | .00 | 19,585,376.83 | 19,585,376.83 |
| PRE-ENCUMBRANCES | .00 | .00 | .00 |
| REMAINING BALANCE | .00 | 10,364,903.80 | 10,364,903.80 |

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

G014 - RECORD FOUND