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SUBJECT: TIRES AND TIRE SERVICES FOR NON-EMERGENCY VEHICLES

BID #: SC-0280-22 **OPEN DATE:** 12/8/2021

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: DATE OF AWARD THROUGH NOVEMBER 8, 2022 WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: FLEET MANAGEMENT DIVISION

BASIS OF AWARD: ALL OR NONE

NUMBER OF BIDS INVITED: (6) NUMBER RECEIVED: (1) OTHER: (1)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify the period of service from January, 16, 2023 through date of award.

Recommend approval to utilize the first of two (2) renewal options with Tire Outlet Direct, under the same terms and conditions as currently awarded. Period of service will be from date of award through January 15, 2024, with one renewal remaining. Total estimated amount of expenditure is $224,189.00. Total amount of expenditure not to exceed $488,378.00.

Funding Source: 51101.114005.546020.000000.00000000.00000.0000000 - To be encumbered by purchase order

Attachments: Recommendation Memo, Vendor Letter, Previous Awards

ANALYST: _____ **RESPECTFULLY SUBMITTED** _____
Corey Sidlo 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 _____ 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: January 17, 2023

To: Dustin Freeman, Chief of Procurement Division

Thru: Cris Tongol, Chief of Fleet Management

From: Erik Preacher, Fleet Management Administrator

Re: Recommendation of Approval of First (1st) renewal for SC-0280-22 Non-Emergency Tires & Tires Services

Fleet Management is requesting approval to utilize the First (1st) renewal option for SC-0280-22 to Tire Outlet Direct. Period of Service is January 16, 2023 through January 15, 2024, with one renewal remaining. Total estimated amount of expenditure is $224,189.00. Estimated amount of expenditures not to exceed is $488,378.00.

Funding Source: 51101.114005,546020.000000.00000000.00000.0000000

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

Kurtz, Sheryl

From: Rob Duckworth <rob.duckworth@tireoutlet.com>
Sent: Thursday, January 12, 2023 9:27 AM
To: Kurtz, Sheryl
Subject: Re: SC-0280-22 1st renewal option

EXTERNAL EMAIL: This email originated from a non-COJ email address. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

Thank you Sheryl,
We would like to opt to use the renewal option. Who do I submit the written agreement to? I scrolled down but do not see anything attached. Thanks for all your help.

Tire Outlet would like to exercise the 1st renewal option for bid# SC-0280-22.

On Wed, Jan 11, 2023 at 12:45 PM Kurtz, Sheryl <SKURTZ@coj.net> wrote:

RENEWAL OPTION NOTIFICATION

The above listed Bid is due for renewal on January 15, 2023. As stated in the bid, this contract may be extended for an additional one (1) year renewal option at the discretion of the City, based on vendor performance and adherence to price, terms and conditions of the bid.

The City of Jacksonville would like to offer the First (1st) option for the period of January 15, 2023 through January 14, 2024, with one remaining renewal option. If your company opts to use the renewal option, please submit a written agreement to exercise the renewal option. Please include bid number, agreement under to the same terms, conditions and pricing as original bid in the memo.

If you opt not to use the renewal option, please submit a letter stating the action desired.

Please do not hesitate to contact me at (904) 255-7465, if you have any questions or need additional information regarding the renewal process. If you scroll down you will see your memo from the first renewal.

Thank you,

SUBJECT: TIRES AND TIRE SERVICES FOR NON-EMERGENCY VEHICLES

BID #: SC-0280-22

OPEN DATE: 12/8/2021

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: DATE OF AWARD THROUGH NOVEMBER 8, 2022 WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: FLEET MANAGEMENT DIVISION

BASIS OF AWARD: ALL OR NONE

NUMBER OF BIDS INVITED: (6) NUMBER RECEIVED: (1) OTHER: (1)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify the period of service from November 8, 2022, to date of executed contract.

Recommend approval to extend award with Tire Outlet Direct for an additional 68 days. Fleet management is requesting this extension to allow time for the new bid to be advertised and awarded. Period of service is November 9, 2022, through January 15, 2023. Estimated amount of increase is $40,000.00. Total amount of expenditure not to exceed $264,189.00.

Funding Source: 51101.114005.546020.000000.00000000.00000.0000000 - To be encumbered by purchase order

Attachments: Recommendation Memo, Vendor Letter, Previous Award

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: 12/1/2022

OTHER:

Michelle Reed

ACTION OF AWARDING AUTHORITY DATE 12/1/2022

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

SUBJECT: TIRES AND TIRE SERVICES FOR NON-EMERGENCY VEHICLES

BID #: SC-0280-22

OPEN DATE: 12/8/2021

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: DATE OF AWARD THROUGH NOVEMBER 8, 2022 WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: FLEET MANAGEMENT DIVISION

BASIS OF AWARD: ALL OR NONE

NUMBER OF BIDS INVITED: (6) NUMBER RECEIVED: (1) OTHER: (1)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the lowest responsive, responsible bidder, Tire Outlet Direct. Period of service is from date of award through November 8, 2022 with two (2) one (1) year renewal options. Total expenditure amount not to exceed $224,189.00.

Funding Source: 51101.114005.546020.000000.00000000.00000.0000000 - 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

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE 2/10/2022

OTHER

ACTION OF AWARDING AUTHORITY

DATE 2-11-2022

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION