SUBJECT: Steering and Suspension Repairs for Medium and Heavy Trucks

BID #: SC-0418-20 **OPEN DATE:** 3/11/2020

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: One (1) year from date of award with two (2) one (1) year renewal options

AGENCY: Fleet Management Division

BASIS OF AWARD: By Group, to the lowest responsive, responsible bidder

NUMBER OF BIDS INVITED: 3 **NUMBER RECEIVED:** 3 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to reject the lowest bidder, Perry's Alignment, Brakes, Suspension, Inc., based on observations made during an inspection of its facilities. Recommend approval of award to the second lowest responsive, responsible bidder, Truck Services, Inc. dba Horton Truck Services for Groups 1 & 2. Period of service is one (1) year from date of award with two (2) one (1) year renewal options. Total expenditure amount is $155,422.00

Funding Source: 51101.114005.564020.000000.00000000.00000.0000000 – To be encumbered by purchase order

Attachments: Recommendation Memo, Tabsheet, Rejection Letter 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: August 18, 2020

To: Gregory Pease, Chief of Procurement Division

Thru: Cris Tongol, Fleet Management Administrator

From: Erik Preacher, Fleet Financial Services Manager

Re: Recommendation of Award for SC-0418-20 Steering and Suspension Repairs for Medium and Heavy Trucks

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Fleet Management is requesting approval to reject the lowest bidder, Perry's Alignment Brake and Suspension Inc., based on observations made during the facilities inspection.

Fleet Management is requesting approval of award to the lowest responsive, responsible vendor, Truck Services, Inc., dba Horton Truck Services. Period of Service will be One Year from Date of Award, with two (2) one (1) year renewal options. Estimated amount of expenditure is $155,422.00.

Funding Source: 51101.114005.546020.000000.00000000.00000 to be encumbered by purchase order.

TITLE: Steering and Suspension Repairs for Medium and Heavy Trucks

BID NO.: SC-0418-20

OPEN DATE: March 11, 2020 @ 2 p.m.

ANALYST: Annette Burney

No. Invited: (3) No. Received (3) No Bids: (0)

Recorded By: Renata Barnett Announcer: Sharon Williams

ITEM	DESCRIPTION	EST. QTY	Perry's Alignment Brake & Suspension, Inc. UNIT PRICE	Perry's Alignment Brake & Suspension, Inc. EXTENDED TOTAL	Truck Services, Inc. dba Horton Truck Service UNIT PRICE	Truck Services, Inc. dba Horton Truck Service EXTENDED TOTAL	Ring Power Corporation UNIT PRICE	Ring Power Corporation EXTENDED TOTAL
GROUP 1: ALIGNMENTS								
1	Heavy Trucks - Front (Front End Alignment)	90	$ 54.00	$ 4,860.00	$ 84.50	$ 7,605.00	$ 184.50	$ 16,605.00
2	Medium Trucks - Front (Front End Alignment)	80	$ 54.00	$ 4,320.00	$ 84.50	$ 6,760.00	$ 184.50	$ 14,760.00
3	Heavy Trucks 4 Wheel (4 Wheel Alignment)	30	$ 49.00	$ 1,470.00	$ 115.00	$ 3,450.00	$ 369.00	$ 11,070.00
4	Medium Trucks - 4 Wheel (4 Wheel Alignment)	30	$ 49.00	$ 1,470.00	$ 115.00	$ 3,450.00	$ 369.00	$ 11,070.00
5	Air Ride Suspension - 4 Wheel (4 Wheel Alignment)	60	$ 49.00	$ 2,940.00	$ 115.00	$ 6,900.00	$ 369.00	$ 22,140.00
6	Tiller Ladder Alignment	6	$ 49.00	$ 294.00	$ 84.50	$ 507.00	$ 246.00	$ 1,476.00
	TOTAL GROUP 1:		$	15,354.00	$	28,672.00	$	77,121.00
GROUP 2: STEERING AND SUSPENSION REPAIRS ALIGNMENTS								
7	Steering & Suspension Repairs: Labor Rate per Hour	1500	$ 54.00	$ 81,000.00	$ 84.50	$ 126,750.00	$ 110.00	$ 165,000.00
	TOTAL (GROUP 1 & 2):		$	96,354.00	$	155,422.00	$	242,121.00
	TERMS:		Net 30		Net 30		Net 10	
	DELIVERY (Business Days):		1		5		5	
	CONFLICT OF INTEREST:		Y		Y		Y	
	ADDENDUM( ):		N/A		N/A		N/A	

ONE CITY. ONE JACKSONVILLE.

City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

August 24, 2020

3642 McLendon St.
Jacksonville, FL 32254

NOTIFICATION OF FORMAL BID REJECTION

BIDDER'S NAME: Perry's Alignment, Brakes, Suspension, Inc.

CONTACT NAME: Christopher J. Williams

BID NUMBER: SC-0418-20

NAME OF BID: Steering and Suspension Repairs for Medium and Heavy Trucks

DATE OPENED: 3/11/2020

REASON FOR REJECTION:
Vendor is being recommended for rejection as a result of observations made during the inspection of its facilities per Section 3(a), Vendor Qualifications.

IF YOU WISH TO PROTEST THE RECOMMENDED REJECTION OF THIS BID, PLEASE RESPOND IN ACCORDANCE WITH THE CITY OF JACKSONVILLE BID PROTEST PROCEDURES. DIRECT ALL PROTEST TO THE RESPECTIVE ANALYST/BUYER, FACSIMILE NUMBER (904) 255-8837.

BUYER'S SIGNATURE: _____
Annette L. Burney

Leslie-Burney, Annette

From:	Leslie-Burney, Annette
Sent:	Monday, August 24, 2020 11:25 AM
To:	Perrys Alignment
Cc:	Pease, Gregory
Subject:	Notice of Rejection - SC-0418-20 Steering and Suspension Repairs for Medium and Heavy Trucks
Attachments:	NOTICE OF REJECTION - PERRY'S ALIGNMENT.pdf

Mr. Williams:
Please find the attached rejection notice for the above bid.

Thank you,

Annette L. Burney
Purchasing Analyst
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Ph.: 904-255-8810
Fax: 904-360-8527
Email: aburney@coj.net

CITY OF JACKSONVILLE

*** **Privacy Act:** This communication may contain privileged or other official city information. If you are not the intended recipient or believe that you have received this communication in error, please reply to the sender indicating 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.

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 a **Steering and Suspension Repairs for Medium and Heavy Trucks** per the attached specifications.

2. AWARD

Award will be **BY GROUP to the lowest responsive, responsible bidder(s) in each group**. Bidders must bid on all items in a group to be considered for award for the group. The City will contract the primary awarded vendor FIRST, if a timely response cannot be established, the City will contract the secondary awarded vendor. ALL awards are subject to the availability of funds.

3. TERM OF AGREEMENT

The term of this agreement is from **May 19, 2020 through May 18, 2021, 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.

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

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.

10. 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.

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; 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, Attn: David Hylazewski.

15. 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. **A copy of the insurance certificate must be submitted within ten (10) days of award notice.** Bid number should be listed on the insurance certificate.

16. PERSONNEL

The successful bidder's personnel shall be certified and qualified to perform the services needed. If it deems necessary the City of Jacksonville, Fleet Management Division reserves the right to inspect the vendor's personnel certifications to assure that they are certified to perform the requested services. The successful vendor will also assure that their personnel operate within OSHA Regulations at all times.

17. REGULATORY

As Stated above the vendor must make sure that all employees follow OSHA regulations at all time. 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 following.

18. INSPECTION

Fleet Management Division reserves the right to inspect any unit during repairs and take possession of any and all parts replaced during the course of the repairs.

19. HOURS OF OPERATION

Fleet Management Facilities operates five (5) days a week with two (2) shifts. Furthermore, City equipment is subject to use in many types of emergencies. Vendor(s) are to set forth hours and days of the week for which service is available. Additionally, vendors are required to provide names and telephone numbers of key personnel who may be available for off-hour services.

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SPECIFICATIONS
STEERING AND SUSPENSION REPAIRS
FOR MEDIUM AND HEAVY TRUCKS

1. Parts

a. All parts utilized in the services requested in this bid solicitation must meet or exceed OEM specifications. Aftermarket parts are acceptable as long as they meet or exceed OEM requirements as specified by the manufacturer of the vehicle. Where there is not an aftermarket equivalent, or where stated, the vendor must use an OEM part.

b. Prospective vendor's markup percentage will be 20% for parts used on each repair. This percentage is to be the amount charged to the City over vendor's wholesale costs minus taxes. Periodic checks of wholesale prices may be made at any time during the contractual period. The awarded vendors must be prepared to provide documentation as to wholesale prices when requested. Furthermore, each invoice submitted for payment will list parts and materials used and an individual price breakdown of those parts and materials charged to the repair. Failure to comply will result in the award being rescinded.

2. Specifications Compliance

Vendors must comply 100% with the bid specifications when performing the requested services of this bid. Failure to do so will result in the cancellation of award and the contract being awarded to the next lowest bidder. All work will be inspected by the Fleet Management Division Shop Supervisor to ensure that the work was completed according to specifications.

3. Vendor Qualifications

a. All vendors must have been in the medium and heavy truck steering, suspension, and repair business for more than two (2) years. By signing this bid solicitation, vendors agree to have all of the necessary tools and equipment to perform the requested services without outsourcing any of the work, unless otherwise specified by Fleet Management. Any vendor bidding on steering and suspension repair must have tools and equipment to service Pierce TAK 4 front suspensions and replace gearboxes on the Pierce trucks. The Fleet Management Division reserves the right to inspect the facilities of any responsive bidder prior to award to verify that the vendor has the ability to perform the requested services and meet the City's requirements. Based on that inspection, the City reserves the right to reject the bid or rescind award to the bidder.

b. No work may be performed without authorization from Fleet Management. If during the performance of the requested services, any other component needs replacement, the vendor must contact the shop supervisor at Fleet Management that sent the vehicle for authorized service. The time needed to complete the requested work will be considered to be acceptable if the vendor can complete the requested service within one (1) working day for gearboxes. Two (2) working days for shocks and alignments and six (6) working days for all other services. The only exception that will be made is in cases where parts are not readily available. Once parts have been received, the vendor will fax or email a written notification of parts receipt to the shop supervisor that requested the service. Fleet Management reserves the right to use another vendor if the awarded vendor cannot complete the service in the specified time frame for vehicles deeded critical to the operations of Fleet Management.

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