SUBJECT: GOLF CART LEASE FOR BENT CREEK GOLF COURSE

BID #: XF-0552-16 **OPEN DATE: 2016-09-21**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: ONE TIME PURCHASE

AGENCY: PARKS, RECREATION & COMMUNITY SERVICES DIVISION

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER - 36 MONTH LEASE AGREEMENT

NUMBER OF BIDS INVITED: 8 **NUMBER RECEIVED:** 3 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to reject Club Car for making exceptions to the Terms and Conditions and the Insurance and Indemnification; vendor also did not submit a 36-month payment schedule as required in the Terms and Conditions.

Recommend approval to reject E-Z Go Textron for not complying with the Terms and Conditions by not submitting pricing per a Municipal Lease as requested.

Accordingly, recommend approval of award to the lowest responsive, responsible bidder, Yamaha Golf Carts, for a 36 month lease agreement for (76) 2017 2DC 48v Electric Golf Carts and (2) 2017 EFI Gas Vehicles for the Parks, Recreation and Community Services Division. The maximum expenditure for the 36 month lease not-to-exceed $215,542.80.

Funding for this award to be encumbered by account PROD64RGC-04904 to be executed by formal contract through the Office of General Counsel.

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

ANALYST: _____ CHELSEY RENFROE

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Daryl Joseph, Director of Parks, Recreation and Community Services 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 _____

Jacksonville
Where Florida Begins.

29 September 2016

MEMORANDUM

TO: Greg Pease, Division Chief
Procurement Division

FROM: Daryl Joseph, Director

RE: **XF-0552-16 Golf Cart Lease for Bent Creek Golf Course Recommendation**

In response to the solicitation for bids for a golf cart lease for Bent Creek Golf Course, the Procurement Division received responses from three (3) bidders, made the determination to reject two of bidders, and forwarded the results to the Parks, Recreation and Community Service Department to review for a recommendation of award.

After reviewing the one (1) remaining bid, the Parks, Recreation and Community Services Department respectfully recommends the award be given to Yamaha Golf-Car Company, in the amount of $215,542.80.

This will be executed via formal contract. The funding source will be PROD64RGC 04904.

If you have any questions or if further information is required, please contact Renée Harriman (255-8294).

DJ/rlh

Attachment: Bid Score Sheet

cc: Claire Stine, Financial Manager
Chelsey Renfroe, Purchasing Analyst

Title: GOLF CART LEASE FOR BENT CREEK GOLF COURSE
Bid # XF-0552-16
Bid Date: 9/14/16
Buyer: Chelsey Renfroe
No. Invited: 8 No. Received: 3 No Bids: 0
Recorded By: Gail Sampson 0921/2016 Date

ITEM	DESCRIPTION	# OF CARTS	UoM	NO. OF MONTH	YAMAHA GOLF CARTS PRICE PER UNIT PER MONTH	YAMAHA GOLF CARTS TOTAL PRICE PER MONTH	YAMAHA GOLF CARTS EXTENDED TOTAL	E-Z GO TEXTRON PRICE PER UNIT PER MONTH	E-Z GO TEXTRON TOTAL PRICE PER MONTH	E-Z GO TEXTRON EXTENDED TOTAL	CLUB CAR PRICE PER UNIT PER MONTH	CLUB CAR TOTAL PRICE PER MONTH	CLUB CAR EXTENDED TOTAL
1	2017 2DC 48v ELECTRIC FLEET GOLF CARTS - 36 MONTH LEASE	76	E	36	$77.00	$5,852.00	$210,672.00	$75.75	$5,757.00	$207,252.00	$69.77	$5,302.52	$190,890.72
2	2017 EFI GAS VEHICLES - 36 MONTH LEASE	2	E	36	$67.65	$135.30	$4,870.80	$75.75	$151.50	$5,454.00	$63.10	$126.20	$4,543.20
				LEASE TOTAL:	$215,542.80			$212,706.00			$195,433.92		
				TERMS:	NOT STATED			NOT STATED			NOT STATED		
				DELIVERY:	45 BUSINESS DAYS			NOTSTATED			NOTSTATED		
				CONFLICT OF INTEREST:	YES			YES			YES		
				ADDENDUMS 1	YES			YES			YES		
				NOTES:				VENDOR IS BEING REJECTED - DID NOT COMPLY WITH TERMS & CONDITIONS, DID NOT SUBMIT PRICING AS A MUNICIPAL LEASE.			VENDOR IS BEING REJECTED - MADE EXCEPTIONS TO TERMS & CONDITIONS AND DID NOT PROVIDE 36-MONTH PAYMENT SCHEDULE AS REQUIRED IN TERMS & CONDITIONS.		

TERMS AND CONDITIONS

GOLF CART LEASE FOR BENT CREEK GOLF COURSE

SCOPE

The Parks, Recreation and Community Services Department of the City of Jacksonville, Florida is currently accepting bids to obtain source(s) of supply for the item(s) / service(s) 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 items and to obtain pricing commitments for **(76) 2017 Electric 48v DC Carts and (2) 2017 EFI Gas Carts** as listed in the bid documents.

AWARD

Award will be ALL OR NONE to the lowest responsive, responsible bidder based on the 36-month lease total. Bidders must bid on all items to be considered for award. ALL awards are subject to the availability of funds.

TERM OF AGREEMENT

The term of this agreement is a 36-month municipal lease.

The Operating Lease (aka "Fair Market Value Lease", "Walk Away Lease" or "True Lease") is a long term usage agreement. This lease often interpreted, for accounting purposes, as an Operating Lease, is also interpreted as a Closed – End Lease; that puts no obligation on the lessee to purchase the leased equipment at the end of the agreement. The lease is designed to provide the lessee with a predictable cost of using the equipment for a specified time. The cost of using the equipment is fixed, except for those costs associated with maintenance, fuel, repair and maintenance.

The lease is written with the intention of the lessee returning the equipment to the lessor at the end of the term. The lessee does not automatically have ownership of the equipment at the end of the term, nor do they necessarily intend to own the equipment. During the term of the lease, the City intends to make 36-monthly payments. If budget funds are not approved, the equipment can be returned to the lessee at the end of the fiscal year (September 30th). Please submit standard terms and conditions with response and attach the 36-monthly lease payment schedule to the Bid Proposal Form.

REQUIREMENTS

Bidders must comply with the following requirements:

- Responses must include a 36-Month Payment Schedule

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 are fixed.

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.

PRICES

All unit prices shall include freight, delivery, and handling charges to the delivery location as outlined in the bid documents. Prices must be based on current manufacturer model and current production model year.

All pricing submitted shall remain firm for the term of the lease agreement. During the term of the lease, the City intends to make 36-monthly payments. If budget funds are not approved, the equipment can be returned to the lessor at the end of the fiscal year (September 30th). Price must include all state or local taxes.

DELIVERY

All items must be delivery to Bent Creek Golf Course, 10440 Tournament Lane, Jacksonville, Florida. All carts must be new and in running order. The City of Jacksonville has right to inspect the fleet prior to delivery. Bidder will be responsible for repairs or replacement of any damages incurred during delivery. All electric cars must have working chargers.

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.

COMPLIANCE WITH SPECIFICATIONS

The bidder, by affixing their signature to the bid form submitted, agrees to provide item(s)/service(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.

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: City of Jacksonville, General Accounting Division, 117 West Duval Street, Suite 375, Jacksonville, Florida 32202

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.

SPECIFICATIONS

All Vehicles must be new in running condition. The City of Jacksonville must have opportunity to inspect the fleet prior to delivery. Bidder will be responsible for repairs or replacement of any damages incurred during delivery.

All electric cars must have working chargers.

Price must include all shipping/freight cost, return transportation cost, state and/or local taxes. No additional charges, fees or assessments are authorized. The bid price must be all inclusive.

Supply seventy-six (76) - 2017 2DC 48v Electric Fleet Golf Carts, or comparable, with the following:

- Sunstone or Glacier,
- Climaguard Tops,
- Spilt Windshields,
- Fleet Numbers,
- Sweater Basket,
- Club Covers with Zipper locking function for secure storage,
- (2) Mounted Sand Buckets w/Scoops
- USB Port
- Trojan Battery Watering System (Elect),
- And four (4) years/25,000 amp/hr warranty.

Supply two (2) - 2017 EFI Gas Cart Vehicles, or comparable, with the following:

- Sunstone or Glacier
- Climaguard Tops,
- Spilt Windshields,
- Fleet Numbers,
- Sweater Basket,
- Club Covers with Zipper locking function for secure storage,
- (2) Mounted Sand Buckets w/Scoops
- USB Port
- And four (4) year warranty.

NO SUBSTITUTIONS ARE ALLOWED.

PROCUREMENT DIVISION

Jacksonville
Where Florida Begins.

October 4, 2016

1451 Marvin Griffin Rd.
Augusta, GA 30906

NOTIFICATION OF FORMAL BID REJECTION

BIDDERS' NAME: E-Z-Go Textron

CONTACT NAME: Rusty McGahee

BID NUMBER: XF-0552-16

NAME OF BID: Golf Cart Lease for Bent Creek Golf Course

DATE OPENED: September 21, 2016

REASON FOR REJECTION:

Vendor is being rejected for not complying with the Terms and Conditions, specifically for not submitting pricing for a Municipal Lease, "that puts no obligation on the lessee to purchase the leased equipment at the end of the agreement," as requested.

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.

ANALYST'S SIGNATURE: _____
CHELSEY RENFROE

Renfroe, Chelsey

From: Renfroe, Chelsey
Sent: Tuesday, October 04, 2016 8:23 AM
To: 'rmcgahee@textron.com'
Subject: XF-0552-16 Golf Cart Lease for Bent Creek Golf Course - Notification
Attachments: EZ Go Textron Notification.pdf

Please see the attached notification of rejection for subject bid.

Chelsey Renfroe
Purchasing Analyst
Procurement Division
City of Jacksonville
crenfroe@coj.net
Direct 904.255.8826

Jacksonville
Where Florida Begins.

PROCUREMENT DIVISION

Jacksonville
Where Florida Begins.

October 4, 2016

4125 Washington Rd.
Evans, GA 30809

NOTIFICATION OF FORMAL BID REJECTION

BIDDERS' NAME: Club Car, LLC.

CONTACT NAME: Michael Packer

BID NUMBER: XF-0552-16

NAME OF BID: Golf Cart Lease for Bent Creek Golf Course

DATE OPENED: September 21, 2016

REASON FOR REJECTION:

Vendor is being rejected due to exceptions made to the bid Terms and Conditions along with the Insurance and Indemnification. Vendor also did not provide a 36-Month Payment Schedule as required in the Terms and Conditions.

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.

ANALYST'S SIGNATURE: _____
CHELSEY RENFROE

Renfroe, Chelsey

From: Renfroe, Chelsey
Sent: Tuesday, October 04, 2016 8:24 AM
To: 'anna.mcmillin@irco.com'
Subject: XF-0552-16 Golf Cart Lease for Bent Creek Golf Course - Notification
Attachments: Club Car Notification.pdf

Please see the attached notification of rejection for subject bid.

Chelsey Renfroe
Purchasing Analyst
Procurement Division
City of Jacksonville
crenfroe@coj.net
Direct 904.255.8826

Jacksonville
Where Florida Begins.

QWS3270X 9/30/2016 8:57 AM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 09/30/2016
LINK TO: ACCOUNT SUMMARY INQUIRY 8:56 AM

FISCAL MO/YEAR : 12 2016 CURRENCY CODE :
INDEX CODE : PROD64RGC GOLF CLUB OF JACKSONVILLE
SUBOBJECT : 04904 TRUST FUND AUTHORIZED EXPENDITURES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	SEPT 2016	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	206,378.07	2,404,915.91
EXPENDITURES	4,837.50	128,304.94	1,849,451.32
ENCUMBRANCES	-4,837.50	-56,728.99	18,012.01
PRE-ENCUMBRANCES	.00	.00	.00
REMAINING BALANCE	.00	134,802.12	537,452.58

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

G014 - RECORD FOUND