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SINGLE SOURCE AWARD **BID # SS-14741-24**

Subject: Cumberland International Non-Warranty Repairs, Parts and Service

Department: Fleet Management Division

Description of Purchase: Recommend approval of single source award to Cumberland International Trucks of Florida, LLC for non-warranty repairs, parts and service for International trucks. Period of service is from date of award through September 30, 2024. Total estimated expenditure not to exceed $100,000.00.

Funding Source: 51101.114005.546020.000000.00000000.00000.0000000 - To be encumbered by purchase order

Single Source Award To: Cumberland International Trucks of Florida, LLC

Price Justification: See attachment

Total Award: $100,000.00 **Requisition #:** N/A

Attachments: Agency Memo, Single Source Form, Supplier Letter

Certification as to Single Source: Cris Tongol, Chief, Fleet Management Division

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

Analyst: Corey Sidlo

Dustin Freeman, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE***

ACTION OF AWARDING AUTHORITY DATE: _____

APPROVED_____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

FORM GB-113, Revised 12/2007

INTRA-GOVERNMENTAL SERVICES

FLEET MANAGEMENT DIVISION

Jacksonville
Where Florida Begins.

Date: November 6, 2023

To: Dustin Freeman, Chief of Procurement

From: Erik Preacher, Fleet Administrator

Thru: Cris Tongol, Chief of Fleet Management

Re: <u>Single Source Request: Non-Warranty Repairs of International Trucks</u>

Fleet Management requests a single source award to Cumberland International for the Non-Warranty Repair of International Trucks. Cumberland International is the Truck, Parts, and Warranty Service provider for Jacksonville, FL. The amount of this award is $100,000.

Thank you for your consideration in this matter.

Funding Source: 51101.114005.546020.000000.00000000.00000 to be encumbered by purchase order.

2581 Commonwealth Ave. Jacksonville, FL 32254 Phone: 904.387.8800 Fax: 904.381.4607 www.coj.net

JUSTIFICATION FOR SINGLE SOURCE (JSS)

Pursuant to the City of Jacksonville Procurement Code§ 126.206 & § 126.312, when requesting a purchase from a vendor subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments.

1. Requesting Agency:	Fleet Management
2. Nature and/or description of the requirement being requested. ***Identify each item, component or service being procured. (Attach quote/proposal):*** ***Why does the city need these particular goods or services?***	Non-Warranty Repairs, parts and services for International Trucks. Period of Service is October 2,2023 through September 30, 2024. The City of Jacksonville requires this service for non-warranty repairs to keep our vehicles in service as quickly as possible to provide services to the residence of Duval County. These repairs will be quoted on an individual bases per repairs necessary.
3. Provide a detailed justification as to why the requested goods/services can only be efficiently and effectively procured through the recommended Single Source vendor:	Cumberland International Truck of Florida is the authorized dealer for International Truck and Engine Corp. They are the single source supplier for International and Navistar Branded Parts and Trucks and Single Source authorize for International Truck and Engine dealer on warranty and service relate issues.
4. Date of Request	10/2/2023

5. Summary of Market Research

[Provide a description of the market research performed, how it was performed, by whom, and market research results. Please spell out acronyms.]

[***Per attached memo from Navistar Inc., Cumberland International Truck of Florida is the authorized Dealer in the Jacksonville, Florida area..***]

6. Conflict of Interest (Must Check)

√ By checking this box, I affirm that there are no actual, potential, or perceived conflicts of interest with the entity in which I am requesting a single source award. Conflict of Interest shall be interpreted consistent with *Chapter 112, Florida Statutes.*

7. Other Documentation (Check and attach all that apply)

☐ Supplier Quote

√ Single Source Memo signed by Director

√ Other [Supplier justification memo]

Navistar, Inc.
2701 Navistar Drive
Lisle, IL 60532 USA

W: www.navistar.com

Paul Grzemski
Direct: (331) 332-2700

Paul.Grzemski@Navistar.com

September 14, 2023

To Whom It May Concern:

This letter is to inform you that Navistar, Inc. has a signed Dealer Sales/Maintenance Agreement with Cumberland International Trucks of Florida, LLC that authorizes them to sell International trucks, parts and services at the following locations:

Address	City	State	Zip Code
2110 S Division Avenue	Orlando	FL	32805
5221 W Highway 40	Ocala	FL	34482
1881 Pickettville Road	Jacksonville	FL	32220
739 Fentress Boulevard	Daytona Beach	FL	32114
1875 Robert J Conlan Boulevard NE	Palm Bay	FL	32905

Please contact DealerAdmin@Navistar.com if you have questions or need additional information.

Sincerely,

Paul Grzemski
Manager, Dealer Administration