SUBJECT: Vehicle & Equipment Parts Management and Supply Services

BID #: ESC-0261-19 **OPEN DATE:** 10/31/18

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Three (3) years from date of contract execution with two (2) one (1) year renewal options

AGENCY: Fleet Management Division

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 3 **NUMBER RECEIVED:** 5 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with TPH Holdings LLC DBA The Parts House by $4,730,900.00 to cover parts management and supplies for the third and final year of the initial term. Total expenditure amount not to exceed $14,192,700.00.

Funding for this award will be executed by formal contract through the Office of General Counsel and encumbered by the following accounts: 51101.114003.552130.000000.00000000.00000.0000000 - $4,250,000.00 & 51101.114003.534100.000000.00000000.00000.0000000 - $480,900.00

Attachments: Recommendation Memo and Previous Awards

ANALYST: _____ **RESPECTFULLY SUBMITTED** _____
Annette Burney
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Crisencio Tongol, Chief, Fleet Management Division

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC 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: Sept. 24, 2020

To: Gregory Pease, Chief of Procurement Division

Thru: Cris Tongol, Chief of Fleet Management Division

From: Erik Preacher, Fleet Management Administrator

Re: Request Approval to increase Award for ESC-0261-19 Vehicle & Equipment Parts Management and Supply Services

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Fleet Management Division is requesting approval to increase ESC-0261-19 Vehicle & Equipment Parts Management and Supply Services in the amount of $4,730,900.00. The increase is to cover the Parts Management and Supply Services budgeted for FY21. Period of Service is three (3) year from date of award of contract execution with two (2) one (1) year renewal options. The total not to exceed is $14,192,700.00.

Funding Source: Funds will be executed by formal contract through the Office of General Counsel and encumbered by the following accounts:
51101.114003.552130.00000.00000000.00000 - $4,250,000.00 &
51101.114003.534100.00000.00000000.00000 - $480,900.00.

SUBJECT: Vehicle & Equipment Parts Management and Supply Services

BID #: ESC-0261-19 **OPEN DATE:** 10/31/18

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Three (3) years from date of contract execution with two (2) one (1) year renewal options

AGENCY: Fleet Management Division

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 3 **NUMBER RECEIVED:** 5 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with TPH Holdings LLC DBA The Parts House by $4,730,900.00 to cover parts management and supplies for the second year of the three (3) year term. Total expenditure amount not to exceed $9,461,800.00.

Funding for this award will be executed by formal contract through the Office of General Counsel and encumbered by the following accounts: AFFM511FS-05213 $4,250,000.00 & AFFM511FS-03410 - $480,900.00

Attachments: Recommendation Memo and Previous Award(s)

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 CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 10/10/19

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 10/10/19

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

SUBJECT: Vehicle & Equipment Parts Management and Supply Services

BID #: ESC-0261-19 **OPEN DATE:** 10/31/18

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Three (3) years from date of contract execution with two (2) one (1) year renewal options

AGENCY: Fleet Management Division

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 3 **NUMBER RECEIVED:** 5 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to reject AutoZone Parts, Inc. as non-responsive for failure to submit proof of meeting the minimum requirements and failure to respond to Attachment B, Evaluation Criteria.

Recommend approval of award to the highest scoring responsive, responsible bidder, TPH Holdings LLC DBA The Parts House. Period of service is for three (3) years from date of contract execution with two (2) one (1) year renewal options. Total expenditure amount not to exceed $4,730,900.00.

TPH Holdings	96.70
Mancon LLC	86.08
Tidewater Fleet Supply	84.40
Genuine Parts Co.	77.30

Funding for this award will be executed by formal contract through the Office of General Counsel and encumbered by the following accounts: AFFM511FS-05213 $4,250,000.00 & AFFM511FS-03410 - $480,900.00

Attachments: Recommendation Memo, Tabulation and Scoring Sheets, Rejection Letter and Evaluation Criteria

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 CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 12/20/18

OTHER:

ACTION OF AWARDING AUTHORITY DATE 12/20/18

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of
Executive Order No. 2015-05