SUBJECT: Auto Glass Replacement

BID #: SC-0267-21 **OPEN DATE:** 2020-10-07

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Date of award through September 30, 2021 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: 4 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify the period of service from October 1, 2022 through date of award. Recommend approval to extend award with Auto Glass Assist, Inc., to provide auto glass replacement services from date of award through December 6, 2022 and increase expenditure by $45,000.00. The extension is needed to allow time to review the specifications for possible rebid. Total estimated annual expenditure is $245,000.00, for a total expenditure amount not to exceed $360,000.00.

Funding Source: 51101.114005.546020.000000.00000000.00000.0000000 – To be encumbered by purchase orders

Attachments: Recommendation Memo, Vendor Letter, and Previous Awards

Analyst: _____ **RESPECTFULLY SUBMITTED:** _____
Corey Sidlo DUSTIN FREEMAN, 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 ADMINISTRATION DEPARTMENT

FLEET MANAGEMENT DIVISION

Jacksonville

Where Florida Begins.

Date: October 3, 2022

To: Dustin Freeman, Chief of Procurement Division

Thru: Cris Tongol, Chief of Fleet Management

From: Erik Preacher, Fleet Financial Services Manager

Re: Request to extend award SC-0267-21 Auto Glass Replacement

Fleet Management is requesting approval to extend award with Auto Glass Assist, Inc. The extension is needed to allow time to review the specifications for possible rebid. Period of service is extended through December 6, 2022. Please increase the award by $45,000, total revised estimated expenditure is $245,000.00, for an expenditure amount not to exceed $360,000.00.

Funding Source: 51101.114005.546020.000000.00000000.00000.0000000

SUBJECT: Auto Glass Replacement

BID #: SC-0267-21

OPEN DATE: 2020-10-07

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract - Date of award through September 30, 2021 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: 4 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase award with Auto Glass Assist, Inc., by $100,000.00 for continued services through September 30, 2022. Total revised estimated annual expenditure amount is $200,000.00, for a total expenditure amount not-to-exceed $315,000.00

Funding Source: 51101 114005.546020 000000.00000000.00000.0000000 – To be encumbered by purchase orders.

Attachments: Recommendation Memo, Vendor Letter and Previous Awards

Analyst: JACLYN STAMOS

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 _____ MEMBERS DISAPPROVING _____ DATE _____

_____ OTHER _____

_____

_____

ACTION OF AWARDING AUTHORITY DATE 7-29-22

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

SUBJECT: Auto Glass Replacement

BID #: SC-0267-21

OPEN DATE: 2020-10-07

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract - Date of award through September 30, 2021 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: 4 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify the period of service from October 1, 2021 through date of award. Recommend approval to utilize the first of two (2) renewal options with Auto Glass Assist, Inc. Period of service is from date of award through September 30, 2022. Total revised estimated annual expenditure amount is $100,000.00, for a total expenditure amount not-to-exceed $215,000.00.

Funding Source: 51101.114005.546020.000000.00000000.00000.0000000 – To be encumbered by purchase orders

Attachments: Recommendation Memo, Vendor Letter and Previous Awards

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: 11/18/2021

OTHER

ACTION OF AWARDING AUTHORITY

DATE 11-19-21

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

SUBJECT: Auto Glass Replacement

BID #: SC-0267-21

OPEN DATE: 2020-10-07

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract - Date of award through September 30, 2021 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: 4 NUMBER RECEIVED: 2 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with Auto Glass Assist, Inc. by $15,000.00 for the period ending September 30, 2021. Total revised estimated expenditure amount not-to-exceed $115,000.00

Funding Source: 51101.114005.540020.000000.00000000.00000.0000000 – To be encumbered by purchase orders

Attachments: Recommendation Memo, and Previous Award

Analyst: Annette Gidney

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Crisengo 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 9/2/2021

OTHER

ACTION OF AWARDING AUTHORITY

DATE 9-3-21

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

SUBJECT: Auto Glass Replacement

BID # 90-0267-21

OPEN DATE: 2020-10-07

GENERAL GOVERNMENT AWARDS COMMITTEE

TERM AND BASIS OF CONTRACT: Date of award through September 30, 2021 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: 4 NUMBER RECEIVED: 3 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the lowest responsive, responsible bidder, Auto Glass Assist, Inc., to provide auto glass replacement services. Period of service is from date of award through September 30, 2021 with two (2) one (1) year renewal options. Total estimated expenditure amount not-to-exceed $100,000.00.

Funding Source: 51101 114005 546020 000000 00000000 00000 0000000 – To be encumbered by purchase orders

Attachments: Recommendation Memo, Tabulation and Terms and Conditions

Analyst: Aurelle Toney

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Georgeo Tougel, 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 10/15/2020

OTHER

ACTION OF AWARDING AUTHORITY

APPROVED ✓ DATE 10/15/20

DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION