5

SUBJECT: Auto Glass Replacement

BID #: SC-0399-23 **OPEN DATE: 7/12/2023**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: THREE (3) YEARS FROM DATE OF AWARD WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: FLEET MANAGEMENT DIVISION

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 16 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with Fleet Glass Solutions (dba) Auto Glass Assist, in the amount of $100,000.00. Total expenditure amount not-to-exceed $242,188.00.

Funding Source: 51101.114005.546020.000000.00000000.00000.0000000 – To be encumbered by purchase orders

Attachments: Agency Memo, Previous Award

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 ADMINSTRATION DEPARTMENT

FLEET MANAGEMENT DIVISION

Jacksonville

Where Florida Begins.

Date: April 1, 2024

To: Dustin Freeman, Chief of Procurement Division

Thru: Cris Tongol, Fleet Management Administrator

From: Erik Preacher, Fleet Management Administrator

Re: Request Approval to increase SC-0399-23 Auto Glass Replacement

Fleet Management request approval to increase award SC-0399-23 Auto Glass Replacement to Fleet Glass Solutions dba Auto Glass Assist in the amount of $100,000.00. Period of service is July 20, 2023 through July 19, 2026, with two (2) one (1) year renewal options. Estimated amount of increase will be $100,000.00. Total not to exceed $242,188.00.

Funding Source: 51101.114005.546020.000000.00000000.00000 to be encumbered by purchase order

2581 Commonwealth Ave. Jacksonville, FL 32254 Phone: 904.255-7499 Fax: 904.381.4607 www.coj.net

SUBJECT: Auto Glass Replacement

BID #: SC-0399-23

OPEN DATE: 7/12/2023

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: THREE (3) YEARS FROM DATE OF AWARD WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: FLEET MANAGEMENT DIVISION

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 16 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the lowest responsive, responsible, and sole bidder, Fleet Glass Solutions (dba) Auto Glass Assist, to provide auto glass replacement services. Period of service is three (3) years from date of award with two (2) one (1) year renewal options. Total estimated expenditure amount not-to-exceed $142,188.00.

Funding Source: 51101.114005.546020.000000.00000000.00000.0000000 – To be encumbered by purchase orders

Attachments: Recommendation Memo, Bid Tabulation Sheet, Terms & Conditions, Specifications

Analyst: Corey Sidlo

RESPECTFULLY SUBMITTED: DUSTIN FREEMAN, 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: 7/20/2023

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 7/20/23

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION Karen E. Bowling

Karen Bowling
~~Chief Administrative Officer~~
For: Mayor Donna Deegan
Under Authority Of:
~~Executive Order No: 2023-02~~