SUBJECT: JFRD Fuel Truck Body

BID #: XF-0367-22 **OPEN DATE:** 05/11/2022

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: One time Purchase

AGENCY: Fleet Management Division

BASIS OF AWARD: All of 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 bidder, Lub Equipment of Lake City, Inc., for the purchase of a JFRD Fuel Truck Body. Total expenditure amount not to exceed $102,340.00.

Funding Source: 51103.114001.546010.000000.00000500.00000.0000000 – To be encumbered by purchase order

Attachments: Recommendation Memo, Tabulation and Terms and Conditions

Analyst: _____
Jaclyn Stamos

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, 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: May 16, 2022

To: Gregory Pease, Chief of Procurement Division

Thru: Cris Tengol, Chief of Fleet Management Division

From: David Hylazewski, Equipment Control Administrator DH

Re: Request Approval to of Award for XF-0367-22 JFRD Fuel Truck Body

Fleet Management Division is requesting approval of award to the lowest responsive, responsible bidder, Lub Equipment of Lake City, Inc. Total revised estimated expenditure not to exceed $102,340.00.

Funding Source: 51103.114001.546010.000000.00000500.00000.000000
to be encumbered by purchase order

2581 Commonwealth Ave. Jacksonville, FL 32254 Phone: 904.255.7499 Fax: 904.381.4607 www.coj.net

TITLE: JFRD FUEL TRUCK BODY

BID NO: XF-0367-22

OPEN DATE: 05/11/22

NO. INVITED: (16) No. Received: (1) No Bids: (0)

RECORDED BY: M. PIERCE

ANNOUNCER: R. BARNETT

LUB EQUIPMENT OF LAKE CITY, INC.

ITEM #	DESCRIPTION	QUANTITY	PRICE
1	JFRD FUEL TRUCK BODY	1 EACH	$ 102,340.00
	GRAND TOTAL		$ 102,340.00

Insurance Acknowledgement	
Delivery	120 days
Conflict of Interest:	✓
Addendums ( ):	

TERMS AND CONDITIONS
JFRD FUEL TRUCK BODY

SCOPE

The Fleet Management Division of the City of Jacksonville, Florida is currently accepting bids to obtain source(s) of supply for the items 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 **JFRD FUEL TRUCK BODY** listed in the bid documents.

* Product must be new. Refurbished, Remanufactured, Rebuilt or Used parts are not acceptable.

* For alternative or equivalent product, all items must **MEET** **or** **EXCEED** the specifications. It is at the sole discretion of the City of Jacksonville's Fleet Management Division to determine if the alternative or equivalent product meets or exceeds the specifications. **IF THIS DETAIL IS NOT PROVIDED, THE BID WILL BE CONSIDERED INCOMPLETE AND WILL NOT BE CONSIDERED.**

AWARD

Award will be **ALL OR NONE** to the lowest responsive, responsible bidder. ALL awards are subject to the availability of funds.

- As per Section 126.114 of the City of Jacksonville Ordinance Code, preference will be given to a responsive and responsible vendor offering American manufactured, assembled, or produced goods, and who is within 5% of the lowest responsive and responsible bidder. To receive this preference, the bidder must complete the attached Buy American Preference Compliance Certificate and attach supporting documentation and/or evidence attesting that at least 51% offered in the bid response is manufactured, assembled or produced in the United States.
    - Bidder is not required to submit for the Buy American Preference. Bidders may quote items less than 51% American made but will not be eligible for the preference.
    - Restrictions and exemptions may apply. Please refer to Section 126.114 for specifics.

TERM OF AGREEMENT

One-Time Purchase

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.

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 reflect the estimated quantities to be purchased throughout the contract period and are subject to fluctuation in accordance with actual requirements and budgetary constraints. The City reserves the right to purchase more than the estimated quantities listed or not to make any purchase against this bid if it so deems necessary anytime during the contract period.

The City of Jacksonville reserves the right to add or delete options as necessary during the contract period.

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.

DELIVERY

Delivered to: 2581 Commonwealth Avenue, Jacksonville, Florida 32254 between the hours of 7:00 am and 2:30 pm, Monday thru Friday. There will be no exceptions to the times stated unless prior arrangement with Fleet Management has been made. No acceptance of any vehicles will take place during any City observed holiday. All orders are FOB destination.

A packing list shall accompany all shipments, which shall indicate, at a minimum, the following: purchase order number, item number and description, date of shipment, quantity ordered and shipped, unit prices, and unit of measure.

PICK UP AND RETURNS

COJ will have 48 hours to inspect all vehicles delivered. COJ will use the same form the vendor is required to use. Any vehicles with discrepancies will be picked up within 24 hours and returned immediately or the vendor can send a technician to COJ Fleet Management to correct the discrepancy within 24 hours. The vendor will repair and return any vehicles picked up at Fleet before delivery of additional vehicles. This return and repair will not relieve the vendor of their monthly requirements.

SUPPLIER ACCESSIBILITY

The City or its representative must be able to contact, during normal business hours, by telephone or email any supplier providing goods or services to the city or its agencies. Any supplier accessibility requirements outlined in the specifications supersede this section.

The City may request, during the term of this bid, reports including but not limited to; usage, pricing, and delivery. Suppliers will be required to provide reports requested in hard copy and electronic format as required.

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: COJ1CloudInvoices@coj.net. The invoice email subject line **MUST BE**: inv_300000008806179. Invoices can also be submitted through the 1Cloud Supplier Portal or submitted to Fleet Management Division, 2581 Commonwealth Avenue, Jacksonville, Florida 32254.

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.