14

SUBJECT: INFORMAL INCREASE – ALTEC INDUSTRIES, INC.

BID #: POA-70898-24 **OPEN DATE:** N/A

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: DATE OF EXECUTED CONTRACT THROUGH JUNE 30, 2026

AGENCY: FLEET MANAGEMENT DIVISION

BASIS OF AWARD: Informal SS PO-667998-24

NUMBER OF BIDS INVITED: N/A **NUMBER RECEIVED:** N/A **OTHER:** N/A

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with Altec Industries, Inc. in the amount of $28,652.06 for unexpected installation of equipment. Total expenditure not to exceed $78,652.06.

FUNDING SOURCE: 51101.114005.546020.000000.00000000.00000.00000000 – ($50,000.00)
51102.114001.564010.000000.00000499.00000.00000000 – ($28,652.06)
- To be executed by Purchase Order

ATTACHMENTS: Agency Memo, Supplier Quote, Previous Awards

ANALYST: _____ **RESPECTFULLY SUBMITTED** _____
Corey Sidlo DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Cris 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 24, 2024

To: Dustin Freeman, Chief of Procurement Division

Thru: Cris Tongol, Chief of Fleet Management

From: Erik Preacher, Fleet Management Administrator

Re: Request increase POA-70898-24 – PO 667998-24

Fleet Management is requesting approval to increase POA-70898-24 with Altec industries, Inc., in the amount of $28,652.06. The POA was originally an informal but due to unexpected install of equipment increase is necessary. The total amount of expenditure amount not to exceed $78,652.06.

Funding: $50,000.00 - 51101.114005.546020.000000.00000000.00000.0000000
$28,652.06 –51102.114001.564010.000000.00000499.00000.0000000

EQ# 4677-30 POA-70898-24

Altec Service Estimate

2750 Imeson Rd
Jacksonville,FL,32220
US

Customer				Service Request	
Estimate #	943410			Service Request #	6004764
Customer	CITY OF JACKSONVILLE (FL)			Unit Information	
Account #	17817	Payment Terms	NET 30	Customer Vehicle #	
Contact	DAVID HYLAZEWSKI			Model	AN67-E100 MH
Email	davidhy@coj.net			Chassis VIN #	3ALKCYFE8RDUV0649
Phone		Fax		Mileage	
Mobile	904-509-8088			Unit Serial #	0723FY1635
Altec Representative				Assy Serial #(FA)	037-87981612
Contact	James Hobson			In-Service Date	31-Aug-2023
Email	james.hobson@altec.com				
Phone		Fax			
This Estimate Expires: 08-JUN-2024					
Notes:					

Item	Description	Hours	Labor	Material	Expenses	Total
1	INSTALL 5 NEW BOXES PER SPECIFICATIONS	12.00	$1,800.00	$12,314.04	$0.00	$14,114.04
2	INSTALL LADDER RACK PER SPECIFICATIONS	4.00	$600.00	$1,186.50	$0.00	$1,786.50
3	INSTALL SHOVEL HOLDER	4.00	$600.00	$1,010.35	$0.00	$1,610.35
4	INSTALL INVERTER, GUARDS AND 120V OUTLET PER SECIFICATIONS	16.00	$2,400.00	$4,435.92	$335.50	$7,171.42
5	SUPPLIES AND ENVIRONMENTAL DISPOSAL FEES	0.00	$0.00	$0.00	$216.00	$216.00
6	FREIGHT ESTIMATE	0.00	$0.00	$0.00	$3,753.75	$3,753.75
	Totals	**36.00**	**$5,400.00**	**$18,946.81**	**$4,305.25**	**$28,652.06**

*This estimate is provided with the understanding that items may be discovered during the repair process that may require additional labor and/or materials to repair. Examples would include, but are not limited to, hidden damages or items that were not clearly visible or known at the time of estimate, damaged internal components, fasteners and pins that may be rusted, seized or broken.

**This estimate does not include City, County, State or Federal taxes.

***Transportation or towing of the vehicle is not included in the estimate unless specified.

****Freight charges are estimated and may be adjusted to reflect the actual cost incurred on the invoice.

Please sign below to authorize this estimate			
Printed Name:	P.O.		Date:
Signature:			Would you like to keep salvageable parts removed from the unit? Yes No

Single Source Purchase Order 667998-24

Purchase Order	667998-24
Order Date	08-NOV-2023
Change Order	0
Change Order Date	08-NOV-2023
Revision	0
Ordered	50,000.00 USD
Requisition Number	FAFM-500666-24
Solicitation Number	SS: 14864-24
All packing slips, invoices, and correspondence must reference the purchase order number	

Sold To
City of Jacksonville
117 West Duval Street
JACKSONVILLE, FL 32202

Supplier
Altec Industries, Inc.
100 Huron Avenue
TAMPA, FL 33606

Bill To
City of Jacksonville
117 West Duval Street, Suite 375
JACKSONVILLE, FL 32202

Ship To
Fleet Management Division
2581 Commonwealth Avenue
JACKSONVILLE, FL 32254 US

Notes

Supplier Number	Payment Terms	Freight Terms	FOB	Shipping Method
24348	Net 30	Freight Prepaid	FOB Destination	Best Way

Buyer	Deliver To Contact
John Hernandez Email: jhernandez@coj.net Phone: 904-2558808	Sheryl Kurtz E-mail: skurtz@coj.net

Line	Item	Price	Quantity	UOM	Ordered	Taxable
1	Non-Warranty Repairs, parts and Aerial Inspections fo Altec units in Florida. Period of Service Date of Award through September 30, 2024. 51101.114005.546020.000000.00000000.00000.0000000	50,000.00				

This line references Document (Single Source Blanket Purchase Agreement) POA-70898-24.

Attachments

Type	File Name or URL	Title	Description
File	Updated SS Altec.docx	Updated SS Altec.docx	
File	SS Justification Altec (2).pdf	SS Justification Altec (2).pdf	
File	Chief Signed Altec (1).pdf	Chief Signed Altec (1).pdf	
File	Updated Procurement Protest Procedures 07OCT2022.pdf	Updated Procurement Protest Pr	10.07.2022
File	Single Source Request-3dbcd1a5-c0c9-47fe-be7b-1743b2370d4e.txt	Single Source Request-3dbcd1a5	

Ship To Fleet Management Division — **Promised** — 50,000.00

Single Source Purchase Order 667998-24

Line	Item	Price	Quantity	UOM	Ordered	Taxable

2581 Commonwealth Avenue
JACKSONVILLE, FL 32254

Requested
10/31/23

Requested Date correspond to the date of arrival at the Ship-to Location.

Line Total	**50,000.00**
Total	**50,000.00**

This Order is subject to the General Conditions attached here to. Manufacturer's Federal excise tax exempt no. 59-89-0120K. Florida State sales and use tax exemption no. 85-8012621607C-8 All original invoices shall be submitted to: COJ1CloudInvoices@coj.net Email Subject: inv_300000008806179	Approved by Dustin L. Freeman, Chief of Procurement Division

Requisition FAFM-500666-24

Requisitioning BU	FAFM: Fleet Management	**Requisition Amount**	50,000 USD
Entered By	Sheryl Kurtz	**Justification**	
Status	Incomplete	**Funds Status**	Not reserved
Description	Non-Warranty Repairs, parts and Aerial Inspections fo Altec units in Florida. Period of Service Date of Award through September 30, 2024.		
Emergency Requisition	No		

Attachments

Title	File Name or URL	Description
SS Justification Altec.pdf	SS Justification Altec.pdf	
Single Source Form - Altec Equ	Single Source Form - Altec Equipment.docx	
Chief Signed Altec.pdf	Chief Signed Altec.pdf	

Lines

Line	Item	Description	Category Name	Quantity	UOM	Price	Amount (USD)	Status	Funds Status
1		Non-Warranty Repairs, parts and Aerial Inspections fo Altec units in Florida. Period of Service Date of Award through September 30, 2024.	060.40 Engines, Gasoline: Complete, Short Block, and Parts			USD	50,000	Incomplete	Not reserved

Requester	Sheryl Kurtz	**Supplier**	Altec Industries, Inc.
Urgent	No	**Supplier Site**	Ordering
Requested Delivery Date	10/16/23	**Supplier Contact**	
Deliver-to Location	Fleet Management Division Charge	**Contact Phone**	
Deliver-to Address	2581 Commonwealth Avenue, Jacksonville, FL 32254, Duval, United States	**Charge Account**	51101.114005.546020.000000.00000000.00000.0000000
Note to Buyer			

I CERTIFY THAT FUNDS FOR THIS PURCHASE WERE AUTHORIZED AND PROVIDED FOR IN THE CURRENT BUDGET.

Single Source Purchase Order 650950-23 Change Order 1

Purchase Order	650950-23
Order Date	14-NOV-2022
Change Order	1
Change Order Date	10-FEB-2023
Revision	1
Ordered	53,000.00 USD
Requisition Number	FAFM-500111-23
Solicitation Number	SS: 13447-23
All packing slips, invoices, and correspondence must reference the purchase order number	

Sold To
City of Jacksonville
117 West Duval Street
JACKSONVILLE, FL 32202

Supplier
Altec Industries, Inc.
100 Huron Avenue
TAMPA, FL 33606

Bill To
City of Jacksonville
117 West Duval Street, Suite 375
JACKSONVILLE, FL 32202

Ship To
Fleet Management Division
2581 Commonwealth Avenue
JACKSONVILLE, FL 32254 US

Notes

Supplier Number	Payment Terms	Freight Terms	FOB	Shipping Method
24348	Net 30	Freight Prepaid	FOB Destination	Best Way

Buyer
John Hernandez
Email: jhernandez@coj.net
Phone: 904-2558808

Deliver To Contact
Sheryl Kurtz
E-mail: skurtz@coj.net

Attachments

Type	File Name or URL	Title	Description
File	Altec memo.pdf	Altec memo.pdf	
File	Single Source Form - Altec Equipment.pdf	Single Source Form - Altec Equ	
File	Updated Procurement Protest Procedures 07OCT2022.pdf	Updated Procurement Protest Pr	10.07.2022
File	Single Source Request-5bf37210-1316-4031-b870-685c568b1ecd.txt	Single Source Request-5bf37210	

Line	Item	Price	Quantity	UOM	Ordered	Taxable
1	Non-Warranty Repairs, Parts and Aerial Inspections of Altec units in the Florida. Period of Service: October 1, 2022 through September 30, 2023. 51101.114005.546020.000000.00000000.00000.0000000	53,000.00				

Ship To
Fleet Management Division
2581 Commonwealth Avenue
JACKSONVILLE, FL 32254

Promised

Requested
10/25/22

53,000.00