

**DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION**

New **OTR** **Sole Source** **Bid Waiver** **Emergency** Previous Contract/Project No. _____

Contract _____
 Re-Bid **Other** LIVING WAGE APPLIES: YES NO

Requisition No./Project No.: RQFR1500001 TERM OF CONTRACT: 0 YEAR(S) WITH _____ YEAR(S) OTR

Requisition /Project Title: Contract #25100000-15-1-FR Motor Vehicles

Description: The Miami-Dade County Water and Sewer (WASD) and Aviation (MDAD) is requesting to access a competitive contract from the Florida Sheriff's Association (FSA) for purchase of ten (10) sewer cleaning trucks and two (2) wheel loaders for WASD ad well as one (1) agricultural tractor with mower blade for MDAD.

Issuing Department: MDFR Contact Person: Tracey Jones Phone: 305-375-4803
 Estimate Cost: \$255,456.00 Funding Source: GENERAL FEDERAL OTHER
Fire Dist.

ANALYSIS

Commodity Codes: 07006

Contract/Project History of previous purchases three (3) years
 Check here if this is a new contract/purchase with no previous history.

	<u>EXISTING</u>	<u>2ND YEAR</u>	<u>3RD YEAR</u>
Contractor:			
Small Business Enterprise:			
Contract Value:	\$	\$	\$
Comments:			

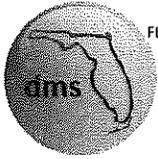
Continued on another page (s): YES NO

RECOMMENDATIONS

	<u>Set-aside</u>	<u>Sub-contractor goal</u>	<u>Bid preference</u>	<u>Selection factor</u>
SBE				

Basis of recommendation:

Signed: *Tracey Jones* Date sent to SBD: 2/24/2015
 Date returned to DPM: _____



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4050 Esplanade Way
Tallahassee, Florida 32399-0950
Tel: 850.488.2786 | Fax: 850. 922.6149

Rick Scott, Governor

Craig J. Nichols, Agency Secretary

CERTIFICATION OF CONTRACT

TITLE: Motor Vehicles

CONTRACT NO.: 25100000-15-1

SOLICITATION NO.: 01-25100000-V

EFFECTIVE: November 17, 2014 through November 17, 2015

Revised:

CONTRACTOR(S):

1. Alan Jay Chevrolet Cadillac, Inc. dba Alan Jay Chevrolet Buick GMC Cadillac
 2. Alan Jay Ford Lincoln Mercury, Inc.
 3. Alan Jay Import Center, Inc. dba Alan Jay Toyota
 4. AutoNation Chrysler Dodge Jeep Ram Pembroke Pines
 5. AutoNation Honda Miami Lakes
 6. Cruise Car, Inc.
 7. Daytona Harley-Davidson
 8. Don Reid Ford, Inc.
 9. Duval Ford, LLC
 10. Garber Chevrolet Buick GMC Truck
 11. Garber Chrysler Dodge Truck, Inc.
 12. Garber Ford, Inc.
 13. Gatormoto Utility Vehicles & More LLC dba Moto Electric
 14. Moore Family Management, LLC dba Rountree-Moore Chevrolet Cadillac Nissan
 15. Rountree Moore Motors, LLP dba Rountree-Moore Toyota
 16. Tampa Truck Center, LLC
-

A. **AUTHORITY** – Upon affirmative action taken by the State of Florida, Department of Management Services, a Contract has been executed between the State of Florida and the above designated Contractors. The Certification of Contract is not a contract, but is used when a large number of contractors are covered under the same contract. It allows the Department to display a single version of the contract and lists the contractors included under that agreement.

State Term Contract
No. 25100000-15-01
2015 Model Motor Vehicles

B. EFFECT – The Contract was entered into to provide economies in the purchase of motor vehicles by all State of Florida agencies and institutions. Therefore, in compliance with Section 287.042, Florida Statutes, all purchases of these commodities shall be made under the prices, terms and conditions of the Contract and with the Contractors specified.

C. ORDERING INSTRUCTIONS – All purchase orders shall be issued in accordance with the attached ordering instructions. Products or services ordered shall not exceed the prices indicated.

All Contract purchase orders shall show the State Purchasing Contract number, product number, quantity, description of item, with unit prices extended and purchase order totaled. (This requirement may be waived when purchase is made by a blanket purchase order.)

D. CONTRACTOR PERFORMANCE – Agencies shall report any vendor failure to perform according to the requirements of this Contract on Complaint to Vendor, form PUR7017. Should the vendor fail to correct the problem within a prescribed period of time, then form PUR7029, Request for Assistance, is to be filed with this office.

E. SPECIAL AND GENERAL CONDITIONS – Special and general conditions are enclosed for your information. Any restrictions accepted from the supplier are noted on the ordering instructions.

Kelley J. Scott

(Date)

Director of State Purchasing and

Chief Procurement Officer



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State Term Contract
No. 25100000-15-01
2015 Model Motor Vehicles

Between

The Florida Department of Management Services

and

{Contractor's name}

This Contract is between the State of Florida, Department of Management Services (Department), Division of State Purchasing (Division), an agency of the State of Florida with offices at 4050 Esplanade Way, Tallahassee, FL 32399-0950, and {Contractor's name} (Contractor) with offices at {Contractor's address}.

The Contractor responded to the Department's Invitation to Bid (ITB), No: 01-25100000-V, 2015 Model Motor Vehicles. The Department has decided to accept the Contractor's bid and enter into this Contract in accordance with the terms and conditions of the ITB.

Accordingly, and in consideration of the mutual promises contained in the Contract, the Department and Contractor agree as follows:

I. Scope of Work

The purpose of this State Term Contract (Contract) is to provide an instrument for governmental entities within the state of Florida to use for the acquisition of Motor Vehicles. It is intended that purchases under this agreement will meet the needs of state agencies and other Eligible Users in the performance of the respective entities' core responsibilities.

II. Contract Term

The term of the Contract will be for one (1) year, and shall begin on November 17, 2014 or on the last date in which it is signed by all parties, whichever is later.

III. Contract

This Contract, together with the following attached documents (exhibits), set forth the entire understanding of the parties and supersedes all prior agreements, whether written or oral, with respect to such subject matter.

All exhibits attached to this Contract are incorporated in their entirety and form part of this Contract. The Contract has the following exhibits:

- a) Exhibit A: ITB 01-25100000-V including any issued addendums.

State Term Contract
No. 25100000-15-01
2015 Model Motor Vehicles

- b) Exhibit B: Contractor Pricing as provided in the bid response submitted on October 21, 2014.

In case of conflict, the documents shall have priority in the order listed below:

- a) This Contract
- b) Exhibit A: ITB 01-25100000-V with Addenda
- c) Exhibit B: Contractor Pricing

IV. Amendments

No oral modifications to this Contract are acceptable. All modifications to this Contract must be in writing and signed by both parties.

Notwithstanding the order listed in section III herein, amendments issued after the Contract is executed may expressly change the provisions of the Contract. If they do so expressly, then the most recent of them will take precedence over anything else that is part of the Contract.

VI. Contract Notices

In addition to the provisions in section 38 of Form PUR 1000 (10/06), contract notices may be delivered by email to the Contractor's designated contact person as prescribed in section VII.

VII. Contract Management

The Department employee who is primarily responsible for maintaining the Contract administration file, and also serves as the Department's Contract Manager, shall be as follows:

Sharita Newman
Associate Category Manager
Department of Management Services
4050 Esplanade Way, Suite 360
Tallahassee, FL 32399-0950
Telephone (850) 488-4946
Fax: (850) 414-6122
Email: Sharita.Newman@dms.myflorida.com

The Department may appoint a different Contract Manager, which shall not constitute an amendment to the Contract, by sending written notice to Contractor. Any communication to the Department relating to the Contract shall be addressed to the Department's Contract Manager.

State Term Contract
No. 25100000-15-01
2015 Model Motor Vehicles

The Contractor shall assign one individual to serve as the designated contact person for this Contract. All questions and customer service issues concerning this Contract shall be directed to the Contractor's designated contact person. It will be the Contractor's designated contact person's responsibility to coordinate with necessary state agency and other Eligible User personnel as required, to answer questions and resolve issues. The Contractor must provide written notice to the Department if a new employee is designated as the contact person for this Contract.

**State of Florida,
Department of Management Services**

**Contractor:
Insert Contractor Name**

**Kelley J. Scott
Director of State Purchasing and
Chief Procurement Officer
Date:** _____

Date: _____

EXHIBIT A

Addendum # 1:
Invitation To Bid
FOR
2015 Model Motor Vehicles
ITB No: 01-25100000-V
October 07, 2014

The Department amends the above mentioned solicitation as noted below. In the event of a conflict between previously released information and the information contained herein, the information herein shall control. The information included in this addendum is now made part of this solicitation.

Failure to file a protest within the time prescribed in section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under chapter 120, Florida Statutes.

Any protest must be timely filed with the Department of Management Services' Agency Clerk.

The purpose of this addendum is to revise the solicitation as follows:

1 Vendor Questions & Department Answers

The Department has received questions from the vendor community through the MFMP Sourcing Tool. The questions and answers to those questions are found at Attachment 1 to Addendum 1.

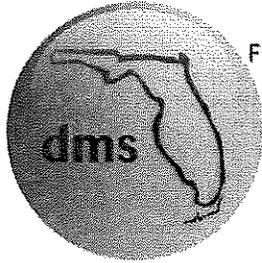
2 Changes to the Invitation To Bid

Changes are indicated by underline/~~strikethrough~~.

Section 2.3.3 of the Invitation To Bid 25100000-15-V, "2015 Model Motor Vehicles" is amended to read as follows:

"2.3.3 Part 3 - References

Provide a minimum of three references from governmental agencies in Florida, or Other Eligible Users in Florida, or governmental agencies outside the State of Florida that purchased provided motor Vehicles from the Bidder. Submit legible copies of the purchase orders or invoices ~~exceeding \$100,000~~ that individually or collectively exceed \$100,000.00 for each reference which identify motor Vehicles sold to the reference during the period July 1, 2012, through June 30, 2014. The purchase order or invoice must include the following:"



FLORIDA DEPARTMENT OF MANAGEMENT SERVICES

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Department of Management Services

INVITATION TO BID

ITB No: 01-25100000-V

2015 MODEL MOTOR VEHICLES