

**CITY OF RIVIERA BEACH UTILITY DISTRICT BOARD
AGENDA ITEM SUMMARY**

MEETING DATE: September 19 2012

AGENDA ITEM SUMMARY NO. J12-09-03

- | | |
|---|--|
| <input type="checkbox"/> AWARDS / PRESENTATIONS / PETITIONS | <input checked="" type="checkbox"/> REGULAR |
| <input type="checkbox"/> CONSENT | <input checked="" type="checkbox"/> RESOLUTION |
| <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> DISCUSSION & DELIBERATION |
| <input type="checkbox"/> ORDINANCE ON SECOND READING | <input type="checkbox"/> BOARD APPOINTMENT |
| <input type="checkbox"/> ORDINANCE ON FIRST HEARING | <input type="checkbox"/> WORKSHOP |

TITLE/SUBJECT: APPROVAL TO PURCHASE ONE (1) VEHICLE FOR THE DISTRICT; AND AUTHORIZE PAYMENT FROM THE UTILITY DISTRICT'S ACCOUNT.

RECOMMENDATION/MOTION: Staff recommends that the District Board approve the purchase of one (1) 2012 Ford F-150 regular cab 4x4 pickup truck at an approximate amount of \$23,870 from Alan Jay Automotive Network, Sebring Florida, utilizing the Sheriff's Offices & Local Governmental agencies of the State of Florida Cooperative Bid for pursuit, administrative non-pursuit, utility vehicles, trucks, vans and other fleet equipment, Contract Bid No. 11-19-0907; beginning November 1, 2011 through October 31, 2012; and that the Utility District Board authorize the purchase of this vehicle at an approximate amount of \$23,870, from the Utility District's CAP: Vehicles Account No. 411-1417-536-0-6451.

◆City Manager or ACM <i>[Signature]</i> 9/14/12	Library
◆District Attorney <i>[Signature]</i> 9/14/12	Marina
◆District Clerk <i>[Signature]</i>	Police
Community Development	◆Public Works (Vehicle Maint.)
◆Interim District Finance Director <i>[Signature]</i>	◆Purchasing
Fire	Recreation & Parks
Human Resources	◆Utility Special District <i>[Signature]</i> 9-10-12
Information Systems	Other

APPROVED BY DISTRICT DIRECTOR: *[Signature]* DATE: 9-10-12

Originator UTILITY DISTRICT <i>[Signature]</i>	Costs: \$ 23,870	District Board Actions: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/conditions <input type="checkbox"/> Denied _____ <input type="checkbox"/> Tabled to _____ <input type="checkbox"/> Referred to Staff _____
User UTILITY DISTRICT <i>[Signature]</i>	Current FY: 2011-2012	
Advertised: Date: Paper: <input checked="" type="checkbox"/> Not Required	Funding Source: <input type="checkbox"/> Capital Improvement <input checked="" type="checkbox"/> Operating <input type="checkbox"/> Other:	Attachments: 1. Resolution 2. Proposals from Alan Jay Automotive Network dated 9/11/12 3. FAC Bid Award #11-19-0907 4. Copy of Incident Report w/pictures
Affected Parties <input type="checkbox"/> Notified <input checked="" type="checkbox"/> Not Required	Budget Account Number: 411-1417-536-0-6451	

SUMMARY: The Utility District is seeking to purchase one (1) 2012 Ford F-150 regular cab 4x4 pickup truck at an approximate amount of \$23,870 from Alan Jay Automotive Network, Sebring, Florida, utilizing the Sheriff's Offices & Local Governmental agencies of the State of Florida Cooperative Bid for pursuit, administrative, non-pursuit, utility vehicles, trucks, vans and other fleet equipment, Contract Bid No. 11-19-0907, beginning November 01, 2011 through October 31, 2012. This vehicle will be used to replace one (1) 2002 Ford F-150 (U706) 4x4 with approximately 57,000 miles used by the Utility District personnel that was totaled in a vehicular accident on September 7, 2012.

Upon receipt of the insurance funds for this vehicle, the funds will reimburse the Capital fund for the future purchase of a vehicle on the approved Vehicle Replacement Plan

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Capital Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Operating Costs	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
External Revenues	<u>\$23,870</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Program Income (City)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
In-Kind Match (City)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
NET FISCAL IMPACT	<u>\$23,870</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

NO. ADDITIONAL FTE
 POSITIONS (Cumulative) _____

Is Item Included in Current
 Budget? 2011-2012 Yes X No _____

Budget Account No.: Fund 411 Dept/Division 1417 Org. 536-0 Object 6451

Reporting Category: CAP: VEHICLES

B. Recommended Sources of Funds/Summary of Fiscal Impact:

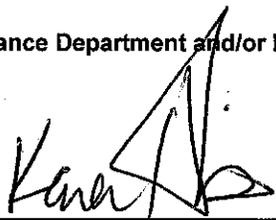
C. District Fiscal Review:



 Mr. Louis C. Aurigemma, P.E., Executive Director

III. REVIEW COMMENTS

A. Finance Department and/or Purchasing/Intergovernmental Relations/Grant Comments:



 Finance Department

 Purchasing and Grants

B. Other Department Review:

RESOLUTION NO. _____

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH UTILITY SPECIAL DISTRICT, PALM BEACH COUNTY, FLORIDA, APPROVING THE PURCHASE OF ONE (1) 2012 FORD F-150 REGULAR CAB 4X4 PICKUP TRUCK AT AN APPROXIMATE AMOUNT OF \$23,870 FROM ALAN JAY AUTOMOTIVE NETWORK, SEBRING, FLORIDA, UTILITIZING THE SHERIFF'S OFFICES & LOCAL GOVERNMENTAL AGENCIES OF THE STATE OF FLORIDA COOPERATIVE BID FOR PURSUIT, ADMINISTRATIVE NON-PURSUIT UTILITY VEHICLES, TRUCKS, VANS AND OTHER FLEET EQUIPMENT, CONTRACT BID NO. 11-19-0907; BEGINNING NOVEMBER 1, 2011 THROUGH OCTOBER 31, 2012; AND THAT THE UTILITY DISTRICT BOARD AUTHORIZE THE PURCHASE OF THIS VEHICLE AT AN APPROXIMATE AMOUNT OF \$23,870, AND THAT THE UTILITY DISTRICT BOARD AUTHORIZE THE INTERIM FINANCE DIRECTOR TO MAKE PAYMENT FROM THE CAP: VEHICLE LINE ITEM NO. 411-1417-536-0-6451; AND MAKE PAYMENT FROM SAME; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Utility Special District is in need of purchasing one (1) new vehicle replacing one (1) 2002 Ford F-150 (U706) 4x4 with approximately 57,000 miles used by the Utility District personnel that was totaled in a vehicular accident on September 7, 2012; and

WHEREAS, this purchase will piggy-back under the Florida Sheriffs' Association Bid No. 11-19-0907 (State Contract); ending October 31, 2012, from Alan Jay Automotive Network, Sebring, Florida; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH UTILITY SPECIAL DISTRICT, PALM BEACH COUNTY, FLORIDA, AS FOLLOWS:

SECTION 1: That the District Board approves the proposed vehicle purchases from Alan Jay Automotive Network, Sebring, Florida, for the Utility Special District, in the approximate amount of \$23,870.

SECTION 2: That the Interim Finance Director is authorized to make payment for same under Account Number 411-1417-536-0-6451.

SECTION 3: This Resolution shall take effect upon its passage and approval by the District Board.

PASSED AND APPROVED this 19th day of September, 2012.

RESOLUTION NO. _____
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APPROVED:

BILLIE E. BROOKS
CHAIRPERSON

ATTEST:

CARRIE E. WARD
MASTER MUNICIPAL CLERK
UTILITY DISTRICT CLERK

DAWN S. PARDO
CHAIR PRO-TEM

CEDRICK A. THOMAS
BOARD MEMBER

JUDY L. DAVIS
BOARD MEMBER

SHELBY L. LOWE
BOARD MEMBER

MOTIONED BY: _____

SECONDED BY: _____

B. BROOKS _____

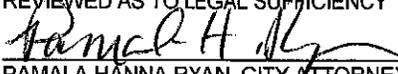
D. PARDO _____

C. THOMAS _____

J. DAVIS _____

S. LOWE _____

REVIEWED AS TO LEGAL SUFFICIENCY



PAMALA HANNA RYAN, CITY ATTORNEY

DATE: 9/14/12

BID AWARD ANNOUNCEMENT

11-19-0907

**PURSUIT,
ADMINISTRATIVE NON-PURSUIT,
UTILITY VEHICLES, TRUCKS & VANS,
& OTHER FLEET EQUIPMENT**
*Participating Sheriffs Offices & Local Governmental
Agencies of the State of Florida*

Coordinated By

**The
Florida Sheriffs Association,
Florida Association of Counties &
Florida Fire Chiefs' Association**





RICK SCOTT
Governor

DEPARTMENT OF MANAGEMENT
SERVICES

JOHN P. MILES
Secretary

4050 Esplanade Way | Tallahassee, Florida 32399-0950 | Tel: 850.488.2786 | Fax: 850.922.6149

CERTIFICATION OF CONTRACT

TITLE: Motor Vehicles

CONTRACT NO.: 071-000-12-1

ITB NO.: 02-071-000-S

EFFECTIVE: November 1, 2011 through October 31, 2012

CONTRACTOR(S):

Alan Jay Chevrolet Oldsmobile Cadillac, Inc. dba Alan Jay Chevy Buick GMC Cadillac (A)
Alan Jay Ford Lincoln Mercury, Inc. (A)
Alan Jay Import Center, Inc. dba Alan Jay Toyota (A)
Bartow Ford Company dba Bartow Ford (A)
Beck Auto Sales Inc. dba Beck Chrysler (A)
Beck Nissan Inc (A)
Carl Black of Orlando, LLC (A)
Cruise Car, Inc. (B)
Daytona Harley-Davidson (A)
Don Reid Ford, Inc (A)
First Coast Imports, LLC dba First Coast Honda (A)
Garber Chevrolet Buick Pontiac GMC Truck, Inc. (A)
Garber Chrysler Dodge Jeep Inc. (A)
Hub City Ford, Inc. (H)
Maroone Dodge - Pembroke Pines (A)
Maroone Honda Miami (A)
Moore Family Management dba Rountree-Moore Chev / Nissan (A)
Mullinax Ford of Osceola County dba Osceola Ford (Q)
Navistar, Inc. dba International Truck and Engine (A)
Rountree-Moore Motors dba Rountree-Moore Toyota (A)
Stingray Chevrolet, LLC dba Stingray Chevrolet (A)
Tampa Truck Center LLC dba Tampa Truck Center (A)

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- 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 designated Contractor(s).
- B. **EFFECT** – This 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, discounts, requirements, specifications, terms, and conditions of this Contract and with the Contractor(s) specified.

**CONTRACT BETWEEN
FLORIDA DEPARTMENT OF MANAGEMENT SERVICES
AND
[CONTRACTOR NAME]**

This Contract is between the State of Florida ("State"), Department of Management Services ("Department"), Division of State Purchasing ("Division"), an agency of the State of Florida with offices at 4050 Esplanade Way, Tallahassee, Florida 32399-0950, and [CONTRACTOR NAME] ("Contractor").

Whereas, the Contractor replied to the Division's Invitation to Bid ("ITB") No. 02-071-000-S; Motor Vehicles;

Whereas, the Division accepted the lowest responsive and responsible offers for Motor Vehicles pursuant to Section 287.057(1)(c), Florida Statutes, and the requirements, specifications, terms, and conditions of ITB No. 02-071-000-S; Motor Vehicles;

Accordingly, and in consideration of the mutual promises contained in the Contract documents, the Department and the Contractor do hereby enter into this Contract, which is a state term contract authorized by Section 287.042(2)(a), Florida Statutes.

I. NAME OF PROJECT

State Term Contract No. 071-000-12-1; Motor Vehicles

II. SUMMARY OF THE CONTRACTUAL SERVICES / SCOPE OF WORK

The purpose is to establish a State Term Contract for the acquisition of Motor Vehicles. Contractors shall provide Motor Vehicles in all respects in accordance with the Contract documents and to the satisfaction of the Department.

III. CONTRACT DOCUMENTS

The Contract includes this document and the following attached documents. If a conflict exists among any of the attached documents, the documents shall have priority in the order listed:

- This document
- Any written Amendments to the Contract
- ITB No. 02-071-000-S; Motor Vehicles (as amended)
 - Section 7.1, Price Sheet & Ordering Instructions (As Approved by the Department)
 - Section 6.0, Technical Specifications
 - Section 5.0, Special Conditions
 - Section 4.0, General Contract Conditions [PUR1000 (10/06)]
 - Section 3.0, Special Instructions to Respondents
 - Section 2.0, General Instructions to Respondents [PUR1001 (10/06)]
 - Section 1.0, Introduction
- Contractor's Response to ITB No. 02-071-000-S; Motor Vehicles (as amended)

IV. EFFECTIVE DATE

This Contract shall begin on the last date in which it is signed by all parties, whichever is later.

V. EXPIRATION DATE

This Contract shall expire on October 31, 2012, unless terminated earlier in accordance with its terms.

VI. RENEWAL

Upon mutual written agreement, the Department and the Contractor may renew the Contract for up to three (3) additional twelve (12) month periods, pursuant to the provision of Section 4.26, Renewal, and Section 5.2, Period of Agreement.



CITY OF RIVIERA BEACH

INCIDENT REPORT

Use this form to report anything that happened or is alleged to have happened where the City could be held liable but which does not constitute either a Bonafide Motor Vehicle Accident or an On-the-Job Injury needing medical attention. This report should be used to report any incident involving damage to City Property.

Date/Time Occurred:

Department UTILITY DISTRICT Division SEWER COLLECTION 09/06/2012 12:00 P.M.

Location: 800 W. BLUE HERON BLVD. (WATER PLANT) Reported by: ALLEN DAVIS

Were Police Notified? Yes No (Circle One) Police Report # 128222 Photos Taken: YES by: ALLEN DAVIS

Description of Incident (Use additional sheet(s) of paper, if necessary.)

WHILE LOADING A HIGH SERVICE PUMP WITH A RENTAL CRANE TRUCK. UPON ARRIVAL I NOTICED ONE OF THE OUTRIGGER WAS NOT SET. THE WEIGHT OF THE CRANE AND MOTOR CAUSED THE TRUCK TO TIP OVER ON ITS SIDE. VEHICLE #U706 WAS DAMAGED IN THE PROCESS. RAYMOND JACKSON WAS THE OPERATOR OF THE CRANE TRUCK. NO VISUAL DAMAGES TO THE HERTZ RENTAL TRUCK.

Witness: DAVID DANFORD Address: 800 W. BLUE HERON BLVD. Telephone: (561) 845-4185

Witness: TIM COX Address: 800 W. BLUE HERON BLVD. Telephone: (561) 845-4185

Investigator's Findings: THE OUTRIGGER LEGS WHICH SUPPORTS THE CRANE WERE NOT SET, CAUSING THE WEIGHT FROM THE PUMP AND TRUCK TO TIP THE TRUCK OVER.

Investigated by: ALLEN DAVIS Telephone: (561) 644-5254 Date: 09/06/2012

Action by Investigating Supervisor: ADVISED STAFF TO CONTACT POLICE & FIRE DEPARTMENT FOR MR. JACKSON IN CASE OF POSSIBLE INJURY WHO WAS TRANSPORTED TO ST. MARY'S MEDICAL CENTER. TOOK PICTURES AND CALLED THE RISK MANAGER, MARIE SULLIN. MET WITH BOTH WITNESSES FOR STATEMENTS. ALSO, PER RISK MANAGER CONTACTED EMPLOYEE'S WIFE, MS. PATRICIA JACKSON ON 9/7/12 FOR RAYMOND TO GO TO DRUG SCREENING.

Allen J. Davis
Signature ALLEN J. DAVIS
Print/Type Name

9.12.12
Date

Louis C. Aurigemma
Department Head Signature LOUIS C. AURIGEMMA, P.E.
Print/Type Name

SEPT 12, 2012
Date

