



CITY OF HOLLYWOOD, FLORIDA

PROCUREMENT SERVICES DIVISION

Piggybacking Request Form

(Use for purchase(s) over \$15,000, when piggybacking off other contracts)

Date: May 11, 2020

Department/Office: Public Works

Division/Area: Fleet Maintenance

Contact Person: Joel Wall / Peter Bieniek

Title: Fleet Superintendent/Public Works Director

Phone: 954.967.4555 / 954.967.4526

Email: jwall@hollywoodfl.org /
pbieniek@hollywoodfl.org

1. Requested Vendor: Enterprise FM Trust

Vendor Number: 5542/11

Address: PO Box 800089 Kansas City, MO 64780-0089

Contact Person: Daniel Pacheco/Katie Abbott

Title: Account Manager & Fleet Consultant

Phone: 954-354-5155

Email: daniel.a.pacheco@efleets.com
Kathryn.m.abbott@fleets.com

2. Contract title requesting to piggyback: #060618-EFM Purchase/Lease/Finance Municipal Utility Vehicles

Awarding Agency: Sourcewell (Formerly NJPA)

Contract Expiration Date: July 24, 2022

Copy of Contract and Awarding Agency documentation is attached.

☒ Yes ☐ No

3. Product/Service being requested (be specific): Open End Vehicle Lease for two 7 month terms, for 36 GMC Sierra 4x2 Pick-up Trucks to be operated in increments of 18 at a time and swapped out at 7 months.

4. Detailed description of the products/services function and purpose: Leasing pick-up trucks for Code Compliance to renew the existing Lease contract for two 7 month periods.

Procurement Service Division use only

Requisition # R _____
BPO _____
(As Applicable)

Purchase Order # P _____
(As Applicable)

Blanket Purchase Order # _____
(As Applicable)

5. Please explain what process the Department/Office took to verify and/or identify this contract:
Vendor identified the competitively procured contract.

6. Were alternative contracts evaluated to determine that the City is obtaining the most advantageous contract pricing for the required product/service?

☐ Yes ☒ No

Please explain: Not aware of other open end lease contracts available with these terms.

7. Total cost of the requested product/service. \$490.94 ea. vehicle/month

8. Total estimated annual (fiscal year) cost of requested product/service. \$490.94 x 36 vehicles x 7 months = \$123,716.88

Account Number # 001.220101.53900.540050.000000.000.000

9. Is this product/service covered by a warranty? ☒ Yes ☐ No

If yes, please attach a copy of the warranty details.

10. Would this purchase(s) result in the potential of future purchases for related products/services being restricted to a particular vendor or create a specific vendor as sole source provider for related items?

☐ Yes ☒ No

If yes, please describe the related products/services and estimated cost(s.) _____

11. Would this purchase(s) result in any future maintenance costs which are not included in the initial purchase?

☐ Yes ☒ No

If yes, please attach a draft maintenance plan which includes cost estimates and funding source(s.) _____

12. Is this a grant related purchase? ☐ Yes ☒ No

If yes, please provide details (timeline, expiration dates, milestones, special procurement requirements, etc.)

Will this require matching funds? ☐ Yes ☐ No

What is the grant source? N/A

What is the grant (dollar) amount? N/A

13. Please complete an advanced search of the vendor recommended for award on the Federal Government's Excluded Parties List System at www.epls.gov.

Date of Advanced Search _____

Company Name(s) Searched

Search Results

Procurement Service Division use only

Requisition # R _____
BPO _____
(As Applicable)

Purchase Order # P _____
(As Applicable)


Blanket Purchase Order # _____
(As Applicable)

REQUESTING DEPARTMENT RECOMMENDATION

Note: By signing and returning this form, you are verifying and acknowledging that you have reviewed all portions (scope, terms, conditions, pricing, etc.) of the requested contract and recommend its approval based on the contract complying with the City of Hollywood's scope and pricing requirements and to the best of you knowledge the contract does not violate any applicable policy, statue, governing rule or regulation.


Contact Person's Signature

5/11/2020
Date

Supervisor's Signature

Director's Signature

Date
5/14/2020
Date

APPROVAL (Procurement Service Division Use Only)			
Verified By:		Date	
Approved By:		Date	

Procurement Service Division use only

Requisition # R _____
BPO _____
(As Applicable)

Purchase Order # P _____
(As Applicable)

Blanket Purchase Oder # _____
(As Applicable)

Prepared For: City of Hollywood-Code Compliance
Wall, Joel

Date 05/06/2020
AE/AM BAF/KKM

Unit # 23JX6D

Year 2020 Make GMC Model Sierra 1500

Series Base 4x2 Double Cab 6.6 ft. box 147.4 in. WB

Vehicle Order Type Ordered Term 14 State FL Customer# 573979

\$ 24,717.40 Capitalized Price of Vehicle¹
\$ 0.00 * Sales Tax 0.0000% State FL
\$ 0.00 * Initial License Fee
\$ 0.00 * Registration Fee
\$ 160.00 Other: (See Page 2)
\$ 0.00 Capitalized Price Reduction
\$ 0.00 Tax on Capitalized Price Reduction
\$ 0.00 Gain Applied From Prior Unit
\$ 0.00 * Tax on Gain On Prior
\$ 0.00 * Security Deposit
\$ 0.00 * Tax on Incentive(Taxable Incentive Total : \$0.00)

\$ 24,877.40 Total Capitalized Amount (Delivered Price)

\$ 335.84 Depreciation Reserve @ 1.3500%

\$ 127.96 Monthly Lease Charge (Based on Interest Rate - Subject to a Floor)²

\$ 463.80 Total Monthly Rental Excluding Additional Services

Additional Fleet Management

Master Policy Enrollment Fees

\$ 0.00 Commercial Automobile Liability Enrollment
Liability Limit \$0.00

\$ 0.00 Physical Damage Management

\$ 27.14 Full Maintenance Program³ Contract Miles 10,000
Incl: # Brake Sets (1 set = 1 Axle) 0

\$ 27.14 Additional Services SubTotal

\$ 0.00 Sales Tax 7.0000%

State FL

\$ 490.94 Total Monthly Rental Including Additional Services

\$ 20,175.64 Reduced Book Value at 14 Months

\$ 400.00 Service Charge Due at Lease Termination

All language and acknowledgments contained in the signed quote apply to all vehicles that are ordered under this signed quote.

Order Information

Driver Name July Delivery
Exterior Color (0 P) Summit White
Interior Color (0 I) Jet Black w/Vinyl Seat Trim
Lic. Plate Type Government
GVWR 0

Comp/Coll Deductible 0 / 0

OverMileage Charge \$ 0.0450 Per Mile

Tires 0

Loaner Vehicle Not Included

Quote based on estimated annual mileage of 7,000

(Current market and vehicle conditions may also affect value of vehicle)

(Quote is Subject to Customer's Credit Approval)

Notes **This program is for the lease of 36 vehicles to be operated over a 14 month period in 7 month installments, 18 vehicles at a time.

Enterprise FM Trust will be the owner of the vehicle covered by this Quote. Enterprise FM Trust (not Enterprise Fleet Management) will be the Lessor of such vehicle under the Master Open - End (Equity) Lease Agreement and shall have all rights and obligations of the Lessor under the Master Open - End (Equity) Lease Agreement with respect to such vehicle.

ALL TAX AND LICENSE FEES TO BE BILLED TO LESSEE AS THEY OCCUR.

Lessee hereby authorizes this vehicle order, agrees to lease the vehicle on the terms set forth herein and in the Master Equity Lease Agreement and agrees that Lessor shall have the right to collect damages in the event Lessee fails or refuses to accept delivery of the ordered vehicle.

Lessee certifies that it intends that more than 50% of the use of the vehicle is to be in a trade or business of the Lessee.

LESSEE City of Hollywood-Code Compliance

BY

TITLE

DATE

* INDICATES ITEMS TO BE BILLED ON DELIVERY.

¹ Capitalized Price of Vehicle May be Adjusted to Reflect Final Manufacturer's Invoice. Lessee Hereby Assigns to Lessor any Manufacturer Rebates And/Or Manufacturer Incentives Intended for the Lessee, Which Rebates And/Or Incentives Have Been Used By Lessor to Reduce the Capitalized Price of the Vehicle.

² Monthly Lease Charge Will Be Adjusted to Reflect the Interest Rate on the Delivery Date (Subject to a Floor).

³ The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule/Quote], all such maintenance services are to be performed by Enterprise Fleet Management, Inc., and all such maintenance fees are payable by Lessee solely for the account of Enterprise Fleet Management, Inc., pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and Enterprise Fleet Management, Inc.; provided that such maintenance fees are being billed by Enterprise FM Trust, and are payable at the direction of Enterprise FM Trust, solely as an authorized agent for collection on behalf of Enterprise Fleet Management, Inc.

Other Totals

Description	(B)illed or (C)apped	Price
Acquisition Fee	C	\$ 60.00
Courtesy Delivery Fee	C	\$ 100.00
Total Other Charges Billed		\$ 0.00
Total Other Charges Capitalized		\$ 160.00
Other Charges Total		\$ 160.00

VEHICLE INFORMATION:

2020 GMC Sierra 1500 Base 4x2 Double Cab 6.6 ft. box 147.4 in. WB - US

Series ID: TC10753

Pricing Summary:

	INVOICE	MSRP
Base Vehicle	\$ 32,193.50	\$ 33,500.00
Total Options	\$ 1,628.90	\$ 1,790.00
Destination Charge	\$ 1,595.00	\$ 1,595.00
Total Price	\$ 35,417.40	\$ 36,885.00

SELECTED COLOR:

Exterior: GAZ - (0 P) Summit White

Interior: H2G - (0 I) Jet Black w/Vinyl Seat Trim

SELECTED OPTIONS:

CODE	DESCRIPTION	INVOICE	MSRP
1SA	Preferred Equipment Group 1SA	NC	NC
A2S	4-Way Manual Driver Seat Adjuster	Included	Included
A52	Front 40/20/40 Split-Bench Seat (A52)	Included	Included
A7E	4-Way Manual Passenger Seat Adjuster	Included	Included
AEQ	Power Rear Windows w/Express Down	Included	Included
AKO	Deep-Tinted Glass	Included	Included
AQQ	Remote Keyless Entry	Included	Included
C49	Electric Rear-Window Defogger	Included	Included
C5U	GVWR: 6,800 lbs (3,084 kgs)	STD	STD
CGN	Spray-On Pickup Bed Liner w/GMC Logo	\$ 495.95	\$ 545.00
DLF	Heated Power-Adjustable Outside Mirrors	Included	Included
FE9	Federal Emissions Requirements	NC	NC
GAZ_01	(0 P) Summit White	NC	NC
GRILLE	Chrome Surround Grille w/Black Mesh	Included	Included
GU6	3.42 Rear Axle Ratio	STD	STD
H2G_01	(0 I) Jet Black w/Vinyl Seat Trim	NC	NC
IOR	Radio: GMC Infotainment Audio System	STD	STD
K34	Cruise Control	Included	Included
KW7	170 Amp Alternator	Included	Included
LV3	Engine: 4.3L EcoTec3 V6	Included	Included
MYC	Transmission: 6-Speed Automatic	STD	STD
PAINT	Solid Paint	STD	STD
PCI	Convenience Package	\$ 1,132.95	\$ 1,245.00
QBN	Tires: 255/70R17 AS BW	Included	Included
QT5	EZ Lift Power Lock & Release Tailgate	Included	Included
RD6	Wheels: 17" x 8" Silver Painted Steel	Included	Included
STDSU	Heavy Duty Suspension	STD	STD
STDTM	Vinyl Seat Trim	STD	STD
UF2	LED Cargo Area Lighting	Included	Included
UQF	6-Speaker Audio System Feature	Included	Included
WARANT	Fleet Customer Powertrain Limited Warranty	NC	NC

CONFIGURED FEATURES:

Body Exterior Features:

Number Of Doors: 4
Rear Cargo Door Type: tailgate
Driver And Passenger Mirror: power remote heated manual folding side-view door mirrors
Door Handles: black
Front And Rear Bumpers: chrome front and rear bumpers with black rub strip
Rear Step Bumper: rear step bumper
Bed Liner: bed liner
Box Style: regular
Body Material: galvanized steel/aluminum body material
Fender Flares: black fender flares
Grille: black w/chrome surround grille

Convenience Features:

Air Conditioning: manual air conditioning
Console Ducts: console ducts
Cruise Control: cruise control with steering wheel controls
Power Windows: power windows with front and rear 1-touch down
Remote Keyless Entry: keyfob (all doors) remote keyless entry
Integrated Key Remote: integrated key/remote
Auto Locking: auto-locking doors
Trunk FOB Controls: keyfob trunk/hatch/door release
Steering Wheel: steering wheel with manual tilting
Day-Night Rearview Mirror: day-night rearview mirror
Front Cupholder: front cupholder
Overhead Console: mini overhead console with storage
Glove Box: locking glove box
Driver Door Bin: driver and passenger door bins
Rear Door Bins: rear door bins
Seatback Storage Pockets: 2 seatback storage pockets
Dashboard Storage: dashboard storage
IP Storage: covered bin instrument-panel storage
Driver Footrest: driver's footrest
Retained Accessory Power: retained accessory power
Power Accessory Outlet: 1 12V DC power outlet

Entertainment Features:

radio: AM/FM stereo with seek-scan
Radio Data System: radio data system
Speakers: 12 speakers
1st Row LCD: 1 1st row LCD monitor
Wireless Connectivity: wireless phone connectivity
Antenna: fixed antenna

Lighting, Visibility and Instrumentation Features:

Headlamp Type: delay-off aero-composite LED low/high beam headlamps
Auto-levelling Headlights: auto-leveling headlights
Cab Clearance Lights: cargo bed light
Front Wipers: variable intermittent wipers
Rear Window Defroster: rear window defroster
Tinted Windows: deep-tinted windows
Dome Light: dome light with fade
Front Reading Lights: front and rear reading lights
Variable IP Lighting: variable instrument panel lighting
Display Type: analog display
Tachometer: tachometer
Voltmeter: voltmeter
Exterior Temp: outside-temperature display
Low Tire Pressure Warning: tire specific low-tire-pressure warning
Trip Computer: trip computer
Trip Odometer: trip odometer
Oil Pressure Gauge: oil pressure gauge
Water Temp Gauge: water temp. gauge

Engine Hour Meter: engine hour meter
Clock: in-radio display clock
Systems Monitor: systems monitor
Check Control: redundant digital speedometer
Rear Vision Camera: rear vision camera
Oil Pressure Warning: oil-pressure warning
Water Temp Warning: water-temp. warning
Battery Warning: battery warning
Low Oil Level Warning: low-oil-level warning
Low Coolant Warning: low-coolant warning
Lights On Warning: lights-on warning
Key in Ignition Warning: key-in-ignition warning
Low Fuel Warning: low-fuel warning
Low Washer Fluid Warning: low-washer-fluid warning
Door Ajar Warning: door-ajar warning
Brake Fluid Warning: brake-fluid warning
Turn Signal On Warning: turn-signal-on warning
Transmission Fluid Temperature Warning: transmission-fluid-temperature warning
Brake Pad Wear: brake pad wear

Safety And Security:

ABS four-wheel ABS brakes
Number of ABS Channels: 4 ABS channels
Brake Assistance: brake assist
Brake Type: DuraLife four-wheel disc brakes
Vented Disc Brakes: front and rear ventilated disc brakes
Daytime Running Lights: daytime running lights
Spare Tire Type: full-size spare tire
Spare Tire Mount: underbody mounted spare tire w/crankdown
Driver Front Impact Airbag: driver and passenger front-impact airbags
Driver Side Airbag: seat-mounted driver and passenger side-impact airbags
Overhead Airbag: curtain 1st and 2nd row overhead airbag
Occupancy Sensor: front passenger airbag occupancy sensor
Seatbelt Pretensioners: front seatbelt pre-tensioners
3Point Rear Centre Seatbelt: 3 point rear centre seatbelt
Side Impact Bars: side-impact bars
Perimeter Under Vehicle Lights: remote activated perimeter/approach lights
Tailgate/Rear Door Lock Type: tailgate/rear door lock included with power door locks
Rear Child Safety Locks: rear child safety locks
Ignition Disable: immobilizer
Panic Alarm: panic alarm
Electronic Stability: StabiliTrak w/Proactive Roll Avoidance electronic stability stability control with anti-roll
Traction Control: ABS and driveline traction control
Front and Rear Headrests: manual adjustable front head restraints
Rear Headrest Control: 2 rear head restraints

Seats And Trim:

Seating Capacity max. seating capacity of 6
Front Bucket Seats: front split-bench 40-20-40 seats
Number of Driver Seat Adjustments: 4-way driver and passenger seat adjustments
Reclining Driver Seat: manual reclining driver and passenger seats
Driver Fore/Aft: manual driver and passenger fore/aft adjustment
Front Centre Armrest Storage: front centre armrest
Rear Seat Type: rear 60-40 split-bench seat
Rear Folding Position: rear seat fold-up cushion
Leather Upholstery: vinyl front and rear seat upholstery
Door Trim Insert: vinyl door panel trim
Headliner Material: full cloth headliner
Floor Covering: full vinyl/rubber floor covering
Cabbage Insulator: cabbage insulator
Dashboard Console Insert, Door Panel Insert Combination: metal-look instrument panel insert, door panel insert, console insert
Shift Knob Trim: urethane shift knob
Interior Accents: chrome interior accents

Standard Engine:

Engine 285-hp, 4.3-liter V-6 (regular gas)

Standard Transmission:

Transmission 6-speed automatic w/ OD and auto-manual

Sourcewell (Formerly NJPA)

Address: 202 12th Street NE Staples, MN 56479 PO Box 219 | Phone: 877.585-9706

Website: <https://www.sourcewell-mn.gov/>

Contract #: 060618-EFM | RFP #060618

Effective Dates: July 24, 2018 – July 24, 2022 | 5th year extension if accepted expires July 24, 2023

States Served: AL, AK, AZ, AR, CA, CO, CT, DE, DC, FL, GA, HI, ID, IL, IN, IA, KS, KY, LA, ME, MD, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, OH, OK, OR, PA, RI, SC, SD, TN, TX, UT, VT, VA, WA, WI, WY

Eligibility: Must be a member of Sourcewell and agree to EFM T&C's

Pricing:**Factory Orders**

- Acquisition:
 - US: Manufacturer Published Invoice Less Applicable Incentives Less Applicable Advertising
 - Canada: Dealer Invoice less applicable incentives
- Acquisition Fee: US: \$60 | Canada: 2% of invoice + \$30 Management Fee per vehicle
- Courtesy Delivery Fee: (US & Canada) variable \$150-\$450 depending on location
- Service Charge:
 - US: \$400 fee per vehicle at the end of the lease
 - Canada: \$495 fee per vehicle at the end of the lease
- Management Fee: (US & Canada) 0.10% based on capitalized price of vehicle
- Interest Rate:
 - US: 3 year T-bill + 350 basis points
 - Canada: 3 Year Bond + 300 Basis Points

Dealer Stock

- Acquisition: (US & Canada) Dealer Provided Invoice Less Applicable Incentives
- Acquisition Fee: US: \$60 | Canada: 2% of invoice + \$30 Management Fee per vehicle
- Courtesy Delivery Fee: (US & Canada) variable \$150-\$450 depending on location
- Service Charge:
 - US: \$400 fee per vehicle at the end of the lease
 - Canada: \$495 fee per vehicle at the end of the lease
- Management Fee: (US & Canada) 0.15% based on capitalized cost of vehicle
- Interest Rate:
 - US: 3 year T-bill + 350 basis points
 - Canada: 3 Year Bond + 300 Basis Points

Additional Services (Factory Orders or Dealer Stock)

- Fuel Program: US: \$2 per month per card | Canada: No charge for WEX Canada
- Physical Damage: US: \$1000 deductible, average quoted \$40 per month per vehicle but is based on underwriting and approval | Canada: Not available at this time
- Accident Management: US: \$100 per occurrence | Canada: \$125 per occurrence
- Maintenance Management: US: \$6 per vehicle per month | Canada: \$8 per vehicle per month
- Full Maintenance: Pricing based on vehicle type and anticipated miles/kilometers driven over term
- GeoTab Telematics:
 - US: \$26 per month for Base Mode or \$29 per month for Pro Mode + tax + \$49 per unit (one time charge)
 - Canada: \$18 per month for Base Mode or \$28 per month for Pro Mode or \$31 per month for Pro Plus + tax + \$69 per unit (one time charge)
- Registration Fees: (US & Canada): All applicable charges related to vehicle registration will be passed to the member, including any service fees that are charged from dealers to process, plus \$25 processing fee (US) \$60 admin fee (Canada)
- Resale Fee: (Canada & US) For each Vehicle sold, the End User "Member" shall pay Enterprise a fee of \$395.00 CAD/US ("Service Fee") plus towing at prevailing rates, applies to member owned/non-leased units