

CITY OF PUNTA GORDA - CONTRACT CHANGE ORDER

Change Order #	1	TYPE	CONTRACT CHANGE	Y	Y or N
			DIRECT PURCHASE		
Contract/Bid #/PO#	R2017112	Date:	2/3/2020		
Project Location	N/A	City Rep:	Anne Heinen		
Contractor	Boulevard Tires	Engineer:	N/A		

Item No.	Item/Description of Changes	Qty Change +/-	Decrease (\$XX.XX)	Increase \$XX.XX
1	5% Increase to Contract Pricing Items A1 through G18. Proposed increase is reflected in the unit prices shown in the attached.		\$ -	5%
2			\$ -	\$ -
3			\$ -	\$ -
4			\$ -	\$ -
5			\$ -	\$ -
6			\$ -	\$ -
	TAX SAVINGS			\$ -

Contract Summary - Contract Value and Contract Time			
Contract Value prior to Change Order		\$	-
Net Increase/Decrease In Value resulting from this Change Order		\$	0.05
Adjusted Value including this Change Order		\$	0.05
Contract Time prior to Change Order	Days		
Net Increase/Decrease in Time resulting from this Change Order	Days		
Adjusted Contract Time including this Change Order	Days		0

JUSTIFICATION FOR CONTRACT ADJUSTMENT:
 Boulevard Tire Center requested a 5% service increase as defined in the Agreement to cover increased operational costs for health insurance, liability insurance and employee payroll.

WANTED	REQUIRED DUE TO PLAN CHANGES	MANDATED BY LAW
Recommended By Engineer/Consultant		Date:
Recommended By City Representative		Date:
Accepted by Contractor		Date:
Approved by Funding Department		Date:
Accepted by City (Change Order Authority)	See attached signed L4	Date:

Change Order Authority Levels:
 -City Representative or City Project Manager: Approval up to \$5,000.00, up to five (5) days extension, and minor non-monetary changes.
 -Procurement Manager: Singular or cumulative approval not to exceed 10% of total contract price with total maximum of \$50,000.00 (exception: contracts requiring City Council's sole approval), extension in excess of five days, and non-monetary changes no
 -City Manager: The City Manager may approve all change orders with the exception of contracts that require the City Council's approval.

NO ITEMS SHALL BE DELIVERED AND/OR WORK BE PERFORMED WITHOUT THE SIGNATURE OF THE CITY'S APPROPRIATE CHANGE ORDER AUTHORITY. FAILURE TO COMPLY WITH THIS POLICY MAY RESULT IN NON-COMPENSATION BY CITY FOR ADDITIONAL ITEMS AND/OR WORK.



INTEROFFICE MEMORANDUM

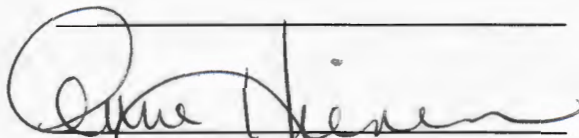
To: Anne Heinen and Howard Kunik
From: Julie Rogan-Sutter, Senior Purchasing Agent
Date: February 3, 2019
Subject: AGREEMENT #R2017112/SVC-TIRES/1718 - PRICE ADJUSTMENT
EFFECTIVE DATE OF ADJUSTMENT: February 15, 2020
AWARDED VENDOR: Boulevard Tire Center

Boulevard Tire Center has requested a price increase of 5%. The maximum percentage increase stated in Article 7.C.1b of the Agreement for Tire Services is 5%. Staff is recommending acceptance of 5%.

This is the first increase requested by the vendor for this contract and the only increase allowed for the second year of the initial period. The estimated annual expenditure on this contract is \$149,325.73; with the increase, the average annual expenditure will be \$156,792.01. The proposed increase is reflected in the unit prices shown in the attached.

Please advise of your acceptance of the increase.

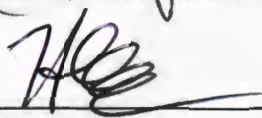
Accept: ☐ Yes ☐ No Date: _____



Anne Heinen, Procurement Manager

Accept: ☐ Yes ☐ No Date: _____

Accept: ☒ Yes ☐ No Date: 2/15/2020



Howard Kunik, City Manager

Accept: ☒ Yes ☐ No Date: 2/10/2020

BOULEVARD
INC.
BOULEVARD TIRE



RETREAD CENTER,
SYSTEMS

816 South Woodland Boulevard
Deland, Florida 32720
(386) 734-6447 ■ FAX (386) 734-5969

January 31,2020
Julie Rogan-Sutter
City of Punta Gorda

To Whom it may concern,

We are requesting a 5% service rate increase based on our contract. The driving force behind the requests are:

- 1) Health Insurance cost up 8%
- 2) Liability insurance up 8%
- 3) Employee payroll up 5%

Thank you,

Michael Drungell
Manager of Commercial Division
Boulevard Tire Center

CPI for All Urban Consumers (CPI-U)

Series Id: CUUR0300SA0
Not Seasonally Adjusted
Series Title: All items in South urban, all urban consumers, not seasonally adjusted
Area: South
Item: All items
Base Period: 1982-84=100

Download: [xls](#) [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2009	204.288	205.343	206.001	206.657	207.265	209.343	208.819	209.000	208.912	209.292	209.738	209.476	207.845	206.483	209.206
2010	210.056	210.020	211.216	211.528	211.423	211.232	210.988	211.308	211.775	212.026	211.996	212.488	211.338	210.913	211.764
2011	213.589	214.735	217.214	218.820	219.820	219.318	219.682	220.471	220.371	219.969	219.961	219.469	218.618	217.249	219.987
2012	220.497	221.802	223.314	224.275	223.356	223.004	222.667	223.919	225.052	224.504	223.404	223.109	223.242	222.708	223.776
2013	223.933	225.874	226.628	226.202	226.289	227.148	227.548	227.837	227.876	227.420	226.811	227.082	226.721	226.012	227.429
2014	227.673	228.664	230.095	231.346	231.762	232.269	232.013	231.611	231.762	231.131	229.845	228.451	230.552	230.302	230.802
2015	226.855	227.944	229.337	229.957	230.886	232.026	231.719	231.260	230.913	230.860	230.422	229.581	230.147	229.501	230.793
2016	229.469	229.646	230.977	231.975	232.906	233.838	233.292	233.561	234.069	234.337	234.029	234.204	232.692	231.469	233.915
2017	235.492	236.052	236.154	236.728	236.774	237.346	236.942	237.892	239.649	239.067	238.861	238.512	237.456	236.424	238.487
2018	239.772	241.123	241.595	242.486	243.279	243.770	243.776	243.605	243.640	244.163	243.484	242.150	242.737	242.004	243.470
2019	242.547	243.856	245.554	246.847	246.667	246.515	247.250	246.953	246.891	247.423	247.385	247.289	246.265	245.331	247.199

5.139% Increase

CONTRACT – TIRE SERVICES
AGREEMENT #R2017112/SVC-TIRES/1718
INITIAL PERIOD ☒ RENEWAL PERIOD ☐ EXTENSION ☐
CONTRACT PERIOD: December 10, 2018 THRU December 9, 2023

JULIE ROGAN-SUTTER, CONTRACT ADMINISTRATOR –
JRogan-Sutter@CityofPuntaGordaFL.com, fax 941-575-3340, or 326 W. Marion Avenue,
Punta Gorda, FL 33950 SHALL be copied on all correspondence relating to this contract.

AWARDED VENDOR: Boulevard Tire Center

PRIMARY ORDERING CONTACT INFORMATION: David Brown - DISPATCH

EMAIL: dbrown@boulevardtire.com

TELEPHONE: 941-639-7788 FAX: 941-575-8865 CELL: 813-753-1650

MAILING ADDRESS: 5178 Duncan Road, Punta Gorda, FL 33982

ALTERNATE ORDERING CONTACT INFORMATION: Mark Combs

EMAIL: mcombs@boulevardtire.com

TELEPHONE: 941-639-7788 FAX: 941-575-8865 CELL: 239-210-1350

FLEET/PROCUREMENT CONTACT:

Eddie Barlow, Account Manager 239-810-9203 ebarlow@boulevardtire.com

PRIMARY CONTRACT CONTACT INFORMATION: Michael Drungell

EMAIL: mdrungell@boulevardtire.com

TELEPHONE: 386-734-6447 FAX: 386-734-5969 CELL: 386-547-0924

MAILING ADDRESS: 816 S. Woodland Blvd, Deland, FL 32720

ALTERNATE CONTRACT CONTACT INFORMATION: Earl Colvard@boulevardtire.com

EMAIL: ecolvard@boulevardtire.com

TELEPHONE: 386-734-6447 FAX: 386-734-5969

PAYMENT TERMS: Net 30 – FINANCE TO PAY MONTHLY STATEMENT BY EFT

MAXIMUM PERCENTAGE INCREASE:

2 ND YEAR – 5%	3 RD YEAR – 5%
4 TH YEAR – 5%	5 TH YEAR – 10%

RESPONSE TIME:

- Non-Emergency On-Site or Unscheduled Services during standard hours: 3 hours
- Emergency services during standard hours – 1 hour
- Emergency services after hours/holiday hours – 2 hours
- Emergency Event Operations:
 - Critical Service – 1 hour
 - Non-Critical Service – 3 hours

Service hours are defined as:

- a) Standard Hours: Monday through Friday, excluding Holidays stated below, between the hours of 7:00 a.m. and 5:00 p.m.
- b) After Hours/Holiday Hours: After hours for standard business days, Monday through Friday between 5:01 p.m. and 6:59 a.m., Weekends beginning Friday at 5:01 p.m. through Monday at 6:59 a.m., and holidays

defined as New Year's Day, Martin Luther King Jr. Day, President's Day, Memorial Day, July 4th, Labor Day, Veteran's Day, Thanksgiving and the day after, and Christmas Eve/Day (days vary).

DEPARTMENT REQUIREMENTS

- 1) Departments must enter a requisition with estimated dollars for issuance of a Blanket PO.
- 2) Supervisors must verify work performed on all invoices prior to authorizing payment of invoices.
- 3) ALL invoices must be submitted to Procurement to verify contract rates and tire pricing

Price Adjustment Effective 2/15/2020

			BOULEVARD	
ITEM	DESCRIPTION	UOM	UNIT PRICE	
A.	Tire Service Calls			
1	Standard on-site at City Facility	Per Incident	\$ 55.00 \$57.75	
2	Standard - Roadside	Per Incident	\$ 65.00 \$68.25	
3	Emergency – City Facility or Roadside	Per Incident	\$ 95.00 \$99.75	
B.	FLAT RATE CHARGES			
	FLAT RATE to include tire change out for replacement with spare or a new tire; or removal for repair existing tire and re-install of repaired tire.			
1	a. Passenger and Light Truck up to 1 Ton	Per Tire	\$ 15.00 \$15.75	
	b. Trailers	Per Tire	\$ 20.00 \$21.00	
	c. Medium Duty Trucks above 1 ton to 5 ton, including Refuse Truck rear tires.	Per Tire	\$ 24.00 \$25.20	
	d. Heavy Duty Trucks above 5 tons (Including Refuse Trucks)	Per Tire	\$ 30.00 \$31.50	
	e. Heavy Equipment to include loaders and backhoes	Per Tire	\$ 55.00 \$57.75	
2	SCHEDULED WEEKLY SERVICE – REFUSE TRUCKS - ARRIVING BETWEEN 7 AND 8:30 AM			
	Inspection and airing of tires – NO TIRE REPLACEMENT	Per Truck	\$ 10.00 \$10.50	
3	Aluminum Rim Clean	Per Tire	\$ 20.00 \$21.00	
4	Tire Sealant	Per Ounce	\$ 0.26 \$ 0.39	
5	Foam Fill	Per Pound	\$ 1.15 \$ 1.21	
6	Super Single Switch for Large Refuse	Per Tire	\$ 27.00 \$28.35	
7	Tire Switch for Medium Truck	Per Tire	\$ 24.00 \$25.20	
8	Refurbish wheels for Refuse Trucks	Per Truck	\$ 21.00 \$22.05	
C.	TIRE REPAIR SERVICES			
1	Passenger and Light Truck up to 1 Ton. NOTE: Repairs may not be completed on Police vehicles due to liability. All Police tires shall be replaced.	Per Plug		
		Per Patch	\$ 2.00 \$2.10	
2	Trailers	Per Plug		
		Per Patch	\$ 2.00 \$2.10	
3	Medium Duty Trucks above 1 ton to 5 ton, including Refuse Truck rear tires.	Per Plug		
		Per Patch	\$ 6.00 \$6.30	
4		Per Plug	\$ -	

			BOULEVARD	
ITEM	DESCRIPTION	UOM	UNIT PRICE	
	Heavy Duty Trucks above 5 tons, including Refuse Truck front/steering tires	Per Patch	\$7.50 \$7.89	
5	Heavy Equipment to include loaders, backhoes and other heavy equipment	Per Plug	\$8.00 \$8.40	
		Per Patch	\$18.00 \$18.90	
6	Equal Tire Balance-Pass/Light Truck	Per Tire	\$12.00 \$12.60	
7	Equal Tire Balance-Medium Truck	Per Tire	\$18.00 \$18.90	
8	Equal Tire Balance-Trailers	Per Tire	\$12.00 \$12.60	
9	Equal Tire Balance-HD Trucks >5 ton	Per Tire	\$22.00 \$23.10	
D.	TIRE SERVICES –EMERGENCY/DISASTER EVENTS			
1	OUTFITTED TIRE SERVICES TRUCK AND MECHANIC (PARTS AND MATERIALS NOT TO BE INCLUDED IN THIS FEE AND WILL BE REIMBURSED AS A PASS-THRU COST)	Per Hour	\$75.00 \$78.75	
E.	PARTS AND MATERIALS (EXCLUDING TIRES)			
1	Passenger Vehicle Valve Stems (Installed)	Each	\$1.00 \$1.05	
2	Medium Truck Valve Stems (Installed)	Each	\$2.50 \$2.63	
3	Gator Caps (Installed)	Each	\$1.00 \$1.05	
4	Minimum percentage off list price for the purchase of tires not identified on the FL Sheriff's Association or State of Florida Contract	Percent	25%	
5	Minimum Percentage off of Retail Price for parts and materials not specifically identified	Percent	25%	
F.	TIRE DISPOSAL FEES			
1	Passenger and Light Truck up to 1 Ton	Each	\$3.00 \$3.15	
2	Trailers	Each	\$3.00 \$3.15	
3	Medium Duty Trucks above 1 ton to 5 ton, including Refuse Truck rear tires.	Each	\$7.00 \$7.35	
4	Heavy Duty Trucks above 5 tons (Including Refuse Trucks)	Each	\$14.00 \$14.70	
5	Heavy Equipment to include loaders and backhoes	Each	\$35.00 \$36.75	
G.	RECAPPED TIRES – BANDAG ONLY			
	DESCRIPTION	UNIT OF MEASURE	UNIT PRICE WITH TIRE CASING EXCHANGE	UNIT PRICE WITHOUT TIRE CASING EXCHANGE
1	12R22.5 Firestone T819, Refuse Tread	Each	\$165.10 \$173.36	\$240.10 \$252.11
2	11R22.5 Firestone T819, Refuse Tread	Each	\$159.63 \$167.12	\$224.63 \$235.86
3	385/65R22.5 Unisteel G286, Refuse Tread	Each	\$189.36 \$198.83	\$254.36 \$267.08

ITEM	DESCRIPTION	UOM	BOULEVARD	
			UNIT PRICE	
4	12R22.5 Unisteel G287, Dump Truck Lug Pattern	Each	\$147.11 \$154.47	\$222.11 \$233.22
5	11R22.5 Unisteel G287, Dump Truck Lug Pattern	Each	\$140.31 \$147.33	\$205.31 \$215.56
6	265/75R22.5 Unisteel G149, Dump Truck Lug Pattern	Each	\$125.80 \$132.09	\$165.80 \$174.09
	DESCRIPTION	UNIT OF MEASURE	UNIT PRICE WITH TIRE CASING EXCHANGE	UNIT PRICE WITHOUT TIRE CASING EXCHANGE
7	385/65R22.5 Unisteel G286, Dump Truck Lug Pattern	Each	\$189.36 \$198.83	\$254.36 \$267.08
8	12R22.5 Unisteel G287, Highway Tread	Each	\$113.73 \$119.42	\$178.73 \$187.67
9	11R22.5 Unisteel G287, Highway Tread	Each	\$109.12 \$114.58	\$174.12 \$182.83
10	265/75R22.5 Unisteel G149, Highway Tread	Each	\$99.54 \$104.52	\$129.54 \$136.02
11	385/65R22.5 Unisteel G286, Highway Tread	Each	\$189.36 \$198.83	\$254.36 \$267.08
12	425/65R22.5 Unisteel G286, Highway Tread	Each	\$202.70 \$212.84	\$252.70 \$265.34
13	11R22.5 Rib Trac Plus, All Position Tread	Each	\$143.02 \$150.17	\$198.02 \$207.92
14	Casing Section Repair	Each	\$18.50 \$19.43	
15	Nail Hole Repair in Casing	Each	\$4.00 \$ 4.20	
16	Bead or Spot Repair	Each	\$8.00 \$ 8.40	
17	Radial Section Repair Only	Each	\$36.00 \$37.80	
18	Minimum Percentage off current suggested List Price for all other recapped tires not specifically identified above	Percent	25%	

1) SCOPE OF SERVICES

a) Contract services:

- i) Furnish and install tires on City vehicles at City facilities;
- ii) Roadside emergency and non-emergency (unscheduled) tire services and/or repairs;
- iii) On-site scheduled tire services, which will be on Monday or Thursdays beginning between 7:30 and 8:00 am;
- iv) Furnish and install recap tires, which includes the pickup of tire casings;
- v) Inventory minimum tire requirements and maintain accuracy of inventory; and
- vi) Services to support the City during an emergency or disaster event; which includes providing an outfitted service truck, with a mechanic and parts/supply for tire repairs. The Bidder must commit to the City only and will not be released for other work.

b) New Tires

- i) Contractor must provide new tires from one of the aforementioned cooperative contracts for installation on City vehicles/equipment.

- ii) In the event, a tire is required that is not available on either of the cooperative contracts the Contractor will provide the tires based on this Agreement stated minimum discount from suggested Retail Pricing.
- c) Recap Tires
 - i) Recap tires must be in accordance with the minimum qualification requirements stated above.
 - ii) Installation of recap tires.
 - iii) Casings
 - (1) Recap Casings
 - (2) Bidder must use all tire casings designated for the recap process.
 - (3) Bidder must notify the City in writing, via email, of casings deemed not suitable for recapping. The Bidder shall be responsible for legal disposal of unsuitable casings.
 - (4) Bidder must propose prices for recaps with and without casing exchange. Repair costs for recapping must also be provided.
 - (a) The City reserves the right to add new tire sizes to the recap program at any time during this Agreement. The Procurement Office and Contractor shall negotiate the unit prices at the time of inclusion.
- d) Services
 - i) The Contractor will be responsible to provide scheduled and non-scheduled services under the Agreement.
 - ii) The City reserves the right to add additional tire related services at any time during this Agreement.

2) CONTRACT REQUIREMENTS

- a) Invoicing:
 - i) The Offeror must provide the City a work ticket upon completion of service. The ticket time, services performed, mileage and materials shall be verified by a City representative and shall state: 1) time call placed; 2) time of arrival; 3) time completed; 4) services performed; 5) vehicle unit number; 6) location of service; 7) mileage and 6) parts used.
 - ii) Invoices must state the above information and include 1) contract rates for services performed; and 2) part used with retail price and discounted price listed.
 - iii) Emergency service during normal hours will be defined at the time of call for service.
 - iv) Tire Disposal charges must be on the actual invoice provided for service. These fees are not to be combined on a single monthly invoice.
- b) Bidder must have the ability to maintain and warehouse frequently used tires to satisfy Emergency and Non-Scheduled Non-Emergency calls and requests for service. The inventory shall include four (4) each of the following tires:
 - i) P235/55R17
 - ii) P265/70R17
 - iii) P225/60R18
 - iv) P245/55R18
 - v) P265/60R17
- c) Bidder will also be required to deliver tires requested by the Police Department to the City's current service center, which it currently is Gettle Lincoln on Tamiami Trail in Punta Gorda. In all instances the Bidder's driver must obtain a signature of receipt from the Gettle service desk. The invoice will be paid by the City.

- d) Bidder must have the ability to warehouse the recapped City casings. The Offeror must have the capability to secure the casing and maintain accurate inventory of the recap tires until they are delivered and installed on City equipment. The City shall be reimbursed for the loss of City recapped casings. Reimbursement shall be of like kind quality with equal or more casing life existing.
- e) Bidder must be committed and capable of providing services after emergency/disaster events.
- f) Safety: Contractor is responsible utilizing safety equipment and other precautions to ensure that their employees and anyone who may come within the work perimeter will not be injured.
- g) PERFORMANCE OF SERVICES
 - i) The Contractor shall direct their technicians that they will be required to check in and out of City facilities with the stated City Representative or their designee. They are to advise the City Representative or designee of their arrival. Upon leaving the facility, the technician shall provide the City Representative or designee with a work order detailing the explanation of the problem and corrective action taken or repairs made.
 - ii) Any unsafe conditions that may be a safety hazard or a detriment to the continued operation of any system shall be reported immediately to the location City Representative, or the designee.
 - iii) All Contractor employees shall wear identifying shirts or badges stating their name and the name of the company.