Authorize the final of two one-year renewal options for a one-year service price agreement for Chevrolet OEM Parts and Repair Services, IFB 2018-024-6717, with Freedom Chevrolet – Estimated amount $25,000.00

Briefing Date: Jun 2 2020
Funding Source: General Fund
Originating Department: Purchasing
Prepared by: Sam Cooper,
Recommended by: Michael Frosch, Director of Purchasing

BACKGROUND INFORMATION:
This action does not encumber funds; the purpose of a service price agreement is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement so that actual need combined with the amount budgeted will determine the amount spent under this contract.

The Automotive Service Center provides full support to a County fleet of approximately 1,100 vehicles. Authorization of this final service agreement renewal option will allow for continuation of Chevrolet parts and repair services for a twelve-month period at the original terms, conditions, and pricing structure set forth in the bid award. This will allow staff to efficiently order parts for vehicle repairs that are performed by staff at the Automotive Service Center and allow staff to send vehicles to the dealer for required services as needed.

Prior Action
On July 3, 2018, Commissioners Court authorized with court order 2018-0757, the award of Ford and Chevrolet OEM Parts and Repair Services to North Central Ford and Freedom Chevrolet, for the period of July 1, 2018 through June 30, 2019.

On May 7, 2019, Commissioners Court authorized with court order 2019-0493, the first renewal option of Chevrolet OEM Parts and Services to Freedom Chevrolet, for the period of July 1, 2019 through June 30, 2020. Town East Ford declined to extend the renewal option for Ford OEM Parts and Services.

OPERATIONAL IMPACT:
N/A

FINANCIAL IMPACT:
Fiscal Year 2019 - $36,163.54 subject to annual appropriations
Fiscal Year 2020 - $16,846.41 subject to annual appropriations
LEGAL IMPACT:
N/A

PROJECT SCHEDULE:
The authorized service price agreement is effective from July 1, 2020 thru June 30, 2021. This agreement has no renewal options.

SBE PARTICIPATION:
The original contract was approved with 0% SBE Participation. The prime did not offer any subcontracting opportunities demonstrating their good faith effort to meet the aspirational goal.

ADMINISTRATIVE PLAN COMPLIANCE:
This agreement renewal option complies with Vision 1 of the Administrative Plan. Dallas County is operationally a model governmental entity. The purchase of OEM parts and dealer repair services under this agreement will allow the Automotive Service Center to maintain the fleet of vehicles in order to provide safe, efficient and reliable performance.

RECOMMENDATION:
Authorize the final of two one-year renewal options for a one-year service price agreement for Chevrolet OEM Parts and Repair Services, IFB 2018-024-6717, with Freedom Chevrolet – Estimated amount $25,000.00

MOTION:
On a motion made by TBD, and seconded by TBD, the following order will be voted on by the Commissioners Court of Dallas County, State of Texas:

Be it resolved and ordered that the Dallas County Commissioners Court does hereby
Authorize the final of two one-year renewal options for a one-year service price agreement for Chevrolet OEM Parts and Repair Services, IFB 2018-024-6717, with Freedom Chevrolet – Estimated amount $25,000.00

CONTRACT DETAILS:

<table>
<thead>
<tr>
<th>Contract Title</th>
<th>Description</th>
<th>Transaction Type</th>
<th>Contract Number</th>
<th>Total Cost</th>
<th>Start Date</th>
<th>Expiration Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Price Agreement for Chevrolet OEM Parts and Repair Services for the Automotive Repair Center</td>
<td>Chevrolet OEM Parts and Repair Services</td>
<td>Change/Amendment</td>
<td>2018-024-6717</td>
<td>$25,000.00</td>
<td>July 1, 2020</td>
<td>June 30, 2021</td>
</tr>
</tbody>
</table>

Vendor: Freedom Chevrolet

ATTACHMENTS:
 Vendor's Approval to Extend - 2018-024-6717
 Department Extension Approval - 2018-024-6717
 EEO-1, 2270 and 1295 Forms - Freedom Chev. 2018-024-6717
April 7, 2020

Mr. Brian Condley
Freedom Chevrolet
8008 Marvin D Love Freeway
Dallas, TX 75237
BrianCondley@saveatfreedom.com

RE: IFB No. 2018-024-6717 Term Contract to Provide Ford and Chevrolet OEM Parts and Repair Services – Final Extension

Dear Brian,

The aforementioned contract between Dallas County and Freedom Chevrolet will expire on June 30, 2020. The Dallas County Purchasing Department would like to exercise the final extension option of this contract for an additional twelve (12) month period to include terms and conditions set forth in the original contract award.

If you are interested in extending the current contract, please complete the form below and return it no later than April 17, 2020. If you desire to extend this contract, we will also need an updated EEO1 form, 2270 form and 1295 Form. The EEO1 and 2270 forms are attached for your convenience. You will need to access the 1295 form from the Texas Ethics Commission website.

Please check one:

Yes ✓ I agree to extend the contract with Dallas County at the original terms and agreements of aforementioned contract for a final twelve (12) month period (July 1, 2020 through June 30, 2021).

No No I cannot extend the contract beyond June 30, 2020.

Signed by: ______________

Company Name: Freedom Chevrolet

Email: bcondley@saveatfreedom.com

Should you have any questions, please feel free to contact my office.

Sincere regards,

Sam Cooper
Sam Cooper
Contracts Specialist
Dallas County Purchasing Department
Ph#214-653-7437

Rev. 1
3.11.19
Extension Ltr. to Vendor
April 8, 2020

TO: Julio Cuin, Automotive Service Center

FROM: Sam Cooper, Contracts Specialist

SUBJECT: IFB No. 2018-024-6717 – Ford and Chevrolet OEM Parts and Repair Services – Final Renewal Option

The aforementioned service price agreement awarded to Freedom Chevrolet due to expire on June 30, 2020. This is the final renewal option on this agreement. Your department has three options: (Please initial one only and sign below).

Option 1: [ X ] Exercise the renewal option for a twelve (12) month period based on existing terms and conditions, no changes are required or allowed to the master agreement. Services currently performed by the Contractor are in compliance with contract requirements.

Option 2: [ ] Re-bid this master agreement. If your department choses to re-bid the agreement, please update any required revisions to the specifications, terms, conditions, and requirements.

Option 3: [ ] The services and/or goods stated in this master agreement are no longer required by this department. Please cancel all future solicitation requests relating to this contract.

Please sign and return this form with all comments and/or revisions (if any) to the Purchasing Department via email to Sam Cooper no later than April 15, 2020. Should you have any questions, please contact me at 214-653-6304.

Your cooperation is greatly appreciated.

Sam Cooper, Contracts Specialist
Dallas County Purchasing Dept.
Founders Square
900 Jackson Street Ste. 680
Dallas, TX 75202
O: 214.653.6304 | F: 214.653.7449
Samuel.Cooper@dallascounty.org
Note: If your department chooses to extend, how would you rate vendor performance for the requested services and/or products over the past twelve (12) months? (This survey information is required for each contract per Commissioners Court).

Freedom Chevrolet

<table>
<thead>
<tr>
<th>QUESTION</th>
<th>RATING</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Was the service provided compliant with the contractual terms, conditions, and pricing?</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>2. Was the product or service delivered in a timely manner?</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>3. How would you rate each vendor’s quality of work performed?</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>4. Was the vendor responsive to Dallas County questions, inquires, or problems?</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>5. How would you rate each vendor’s overall quality of work performed?</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>QUESTION</th>
<th>RATING</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>6. Have you had any problems or issues with the current vendor? If yes, please state the problem or issue.</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

Please elaborate on any areas of concern or indicate improvements that may be required.

Julio Cuin
Contract Manager Authorized Signature

Date: 4/8/2020

Printed Name: Julio Cuin

Attachment: Only if necessary.

CC: IFB No. 2018-024-6717 – Ford and Chevrolet OEM parts and repair services – Final Renewal Option
## EEO-1 Form (To be submitted by the prime and any sub with 20% or more of the contract)

### NAME OF FIRM: FREEDOM CHEVROLET

#### Section D- EMPLOYMENT DATA

Employment at this establishment. Report all permanent full and part-time employees including apprentices and on-the-job trainees unless specifically excluded as set forth in the instructions. Enter the appropriate figures on all lines and in all columns. Blank spaces will be considered as zeroes.

**Number of Employees (Report employees in only one category)**

<table>
<thead>
<tr>
<th>Race/Ethnicity</th>
<th>Hispanic or Latino</th>
<th>Male</th>
<th>Female</th>
<th>White</th>
<th>Black or African American</th>
<th>Native Hawaiian or Other Pacific Islander</th>
<th>Asian</th>
<th>American Indian or Alaska Native</th>
<th>Two or more races</th>
<th>Total Col. A-N</th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>A</td>
<td>B</td>
<td>C</td>
<td>D</td>
<td>E</td>
<td>F</td>
<td>G</td>
<td>H</td>
<td></td>
</tr>
<tr>
<td>Executive/Senior Level</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3</td>
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<tr>
<td>officials and Managers</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>First/Mid-Level Officials and Managers</td>
<td>3</td>
<td>4</td>
<td>2</td>
<td>2</td>
<td>6</td>
<td>1</td>
<td>4</td>
<td>2</td>
<td>1</td>
<td>15</td>
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<tr>
<td>Professionals</td>
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<td>3</td>
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<tr>
<td>Technicians</td>
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<td>8</td>
<td>9</td>
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<td></td>
<td></td>
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<td>Sales Workers</td>
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<td>Administrative Support</td>
<td>5</td>
<td>2</td>
<td>2</td>
<td>4</td>
<td>2</td>
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<td></td>
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<td>15</td>
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<tr>
<td>Workers</td>
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<tr>
<td>Craft Workers</td>
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<tr>
<td>Operatives</td>
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<tr>
<td>Laborers and Helpers</td>
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<td>8</td>
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<tr>
<td>Service Workers</td>
<td>9</td>
<td>9</td>
<td>9</td>
<td>9</td>
<td>9</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>9</td>
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<tr>
<td>TOTAL</td>
<td>10</td>
<td>23</td>
<td>23</td>
<td>12</td>
<td>12</td>
<td>47</td>
<td>1</td>
<td>1</td>
<td>6</td>
<td>19</td>
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<tr>
<td>PREVIOUS YEAR TOTAL</td>
<td>11</td>
<td>16</td>
<td>16</td>
<td>16</td>
<td>16</td>
<td>53</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>126</td>
</tr>
</tbody>
</table>

1. Date(s) of payroll period used: **weekly** (Omit on the Consolidated Report.)

#### Section E-ESTABLISHMENT INFORMATION (Omit on the Consolidated Report). What is the major activity of this establishment? (Be specific, i.e., manufacturing steel casings, retail grocer, wholesale plumbing supplies, title insurance, etc. Include the specific type of product or type of service provided, as well as the principal business or industrial activity.)

#### Section F- REMARKS-Use this item to give any identification data appearing on the last EEO-1 report which differs from that given above, explain major changes in composition of reporting units and other pertinent information

#### Section G- CERTIFICATION

Check One: 1 ☒ 2 ☐ All reports are accurate and were prepared in accordance with the instructions. (Check on Consolidated Report only.)

This report is accurate and was prepared in accordance with the instructions.

Name of Certifying Official: Brian Condley
Title: Parts/Service Director
Address (Number and Street): 8008 Marvin D Love Pkwy
City and State: Dallas, Texas
Zip Code: 75237
Telephone No. (including area code and extension): 9722984911
Email: bcondley@saveatfreedom.com

All reports and information obtained from individual reports will be kept confidential as required by Section 709(e) of Title VII.

WILLFULLY FALSE STATEMENTS ON THIS REPORT ARE PUNISHABLE BY LAW, U.S. CODE, TITLE 18, SECTION 1001

Description of Race and Ethnic Identification and Job Categories are found @ [http://www.eeoc.gov/employers/eeo1survey/2007instructions.cfm](http://www.eeoc.gov/employers/eeo1survey/2007instructions.cfm) / Appendix 4. Race and Ethnic Identification / and Appendix 5. Description of Job Categories
TEXAS GOVERNMENT CODE CHAPTER 2270 verification form

1. Brian Coulley (Person name), the undersigned representative of (Company or Business name) Freedom Chevrolet (hereafter referred to as “company”) being an adult over the age of eighteen (18) years of age, do hereby depose and verify under oath that the company named-above, under the provisions of Subtitle F, Title 10, Government Code Chapter 2270:

1. Does not boycott Israel currently; and

2. Will not boycott Israel during the term of the contract between company and Dallas County, Texas.

Pursuant to Section 2270.001, Texas Government Code:

1. “Boycott Israel” means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and

2. “Company” means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.

Signature
Brian Coulley
Title
Parks Service Director
Printed Name
Brian Coulley
Date
4-7-20
I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

Signature of authorized agent of contracting business entity

Sworn to and subscribed before me, by the said Brian Coulley, this the 7th day of April 2020, to certify which, witness my hand and seal of office.

Signature of officer
Heidi Saenz
administering oath
Printed name of officer
Heidi Saenz
administering oath
Title of officer
Notary Public
administering oath
## Certificate of Interested Parties

**Form 1295**

**Certificate Number:**
2020-605632

**Date Filed:**
04/07/2020

**Date Acknowledged:**

---

1. **Name of Business Entity Filing Form, and the City, State and Country of the Business Entity's Place of Business:**
   - Freedom Chevrolet by Ed Morse
   - Dallas, TX United States

2. **Name of Governmental Entity or State Agency That is a Party to the Contract for Which the Form is Being Filed:**
   - Dallas County

3. **Provide the Identification Number Used by the Governmental Entity or State Agency to Track or Identify the Contract, and Provide a Description of the Services, Goods, or Other Property to be Provided Under the Contract:**
   - 2018-024-6717
   - Automotive parts and Repair

---

### Table: Name of Interested Party

<table>
<thead>
<tr>
<th>Name of Interested Party</th>
<th>City, State, Country (Place of Business)</th>
<th>Nature of Interest (Check Applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Controlling</td>
</tr>
</tbody>
</table>

---

5. **Check only if there is NO Interested Party:**

   - X

---

### Unauthorized Declaration

- **My name is:** Jason Combsley
- **My date of birth is:** 12-1-73
- **My address is:** 65 Shoreline Dr, Malakoff, TX 75148 Henderson
- **I declare under penalty of perjury that the foregoing is true and correct.**
- **Executed in Dallas County, State of TX, on the 7th day of April, 2020**

---

Signature of Authorized Agent/Contracting Business Entity (Declarant)