

PURCHASING POLICY EXCEPTION FORM

FROM:

DATE: 6/28/23
DEPARTMENT: Fleet Management
VENDOR: Nextran

DEPT DIRECTOR/
MGR SIGNATURE: Brenda Astul DATE: 6-28-23

Amount of Invoice: \$3,530.84 Invoice Date: 6/6/23

The attached request for disbursement does not appear to be in compliance with County Purchasing Policy, for the following reason:

Equipment #22225 was taken to Nextran for repairs. This is a piece of critical equipment used at the landfill.
A requisition was entered but there was a delay due to the company's COI being expired. The requirements
for the COI was sent but it took multiple times for Nextran to get one completed properly. By the time
all correct information was submitted the repairs were complete.

Please forward all documentation with this form attached, and letter of explanation, to the Chief Procurement Officer.

TO: CHIEF PROCUREMENT OFFICER
Please review, and upon approval, forward to County Administration.

[Signature] Date: 6/28/23

Resolution: Approved.

To process this disbursement, the request must be approved by the County Administrator.

TO: COUNTY ADMINISTRATOR
Please review, and upon approval, forward to the Finance Department for processing.
APPROVED FOR PAYMENT:

COUNTY ADMINISTRATOR (or designee): [Signature]
DATE: 6/29/23

APPROVED FOR PAYMENT:
FINANCE DIRECTOR/
ASST. FINANCE DIRECTOR

Frances Pioszak

Date: _____

APPROVED
By Frances Pioszak at 5:06 pm, Jun 30, 2023

1. SOLE/SINGLE SOURCE JUSTIFICATION

1.1. Approval

Approval No.: 23-SS00354/LB

Approved By: APPROVED Title: For Chief Procurement Officer
By Carla Rooster-Smith at 11:45 am, Jun 06, 2023

Approval Date: _____

1.2. Vendor Information

Vendor Name: Nextran

Address: 7810 Adamo Dr. Tampa, FL 33619

Telephone No. 813-626-7141

Email: mlee@nextranusa.com

1.3. Service/Commodity General Description

1.4. Single Source Justification

Matching existing equipment.

1.5. Signatures

On the basis of the foregoing, I recommend that competitive procurement be waived and that the service or material on the attached requisition be purchased as a sole/single source commodity/ service. I certify that the information contained in this justification is accurate and complete.

Requisitioner Sealed Over Date: 6/6/23

Director/ Department Head: Bruce Pestul Date: 6/6/23



MACK TRUCKS, INC.
7900 National Service Road
Greensboro, NC 27409
May 24, 2023

Hernando County Board of County Commissioners
20 N Main St. # 460
Brooksville, FL 34601

To whom it may concern,

This letter is to confirm that Nextran Truck Centers is the authorized Mack Trucks Inc. franchised dealer in central Florida. Nextran Tampa's area of responsibility (AOR) covers Citrus, Hardee, Hernando, Hillsboro, Manatee, Pasco Pinellas, Sarasota and Sumter Counties in Florida. Mack Dealers have strict requirements for warranty, training, tooling and dealer level access to proprietary support software. As the Mack franchised dealer, they are solely responsible for the AOR and authorized to offer complete sales, parts and service.

Sincerely,

Darren Jane
Mack Trucks, Inc.
District Manager
Sunbelt District
678.467.0014
darren.jane@macktrucks.com



DEPARTMENT OF FLEET MANAGEMENT

1525 EASTJEFFERSON ST ■ BROOKSVILLE, FLORIDA 34601 ■ www.HernandoCounty.us
FLEET MANAGEMENT (P) 352.754.4023 ■

To: Carla Rossiter-Smith
Procurement and Grants Manager

From: Brenda Peshel
Fleet Manager

Date: May 22, 2023

Subject: Single Source repair for unit #22225

Unit 22225 is a Mack Day Cab utilized by Hernando County Landfill to pick-up walking floor trailers and compactors to take to the main landfill. They also transport recyclables to Ocala. The vehicle's fuel control with regen has failed. This unit was purchased from Nextran. Nextran has the diagnostic software to accurately diagnose the issues. We have utilized Nextran in the past and are satisfied with their work.

Regards,

Brenda Peshel



7810 Adamo Drive | Tampa, FL 33619 | Phone: (800) 932-6225

***** Customer Review *****

Date / Time: 5/25/2023 3:22:19PM
 Repair Order: 33914
 Customer: 18840
 Branch: TAM
 Invoice Total: \$ 3,530.84

A/R Charge
 Page 1 of 3

Bill To: Hernando County Bcc Dept Of Pu
 1525 E JEFFERSON ST
 BROOKSVILLE, FL 346013537
 Shop: (352) 754-4023

Ship To: Hernando County Bcc Dept Of Pu
 1525 E JEFFERSON ST
 BROOKSVILLE, FL 346013537

Customer P/O: . tamvdecisiv Completion Date:

Unit Number: 03PI008204	Model Year: 2021	Make/Model: MCK P164T
Type: Tractor	VIN: 1M1PN3GY5MM008204	Meter: 117803 Miles
		ECM Reading: 4498

Task: 1 NEXINSPECT **Nexttran Assurance Inspection** **Department: Service**
Complaint: Nexttran Assurance Inspection

Supp. Part	Description / Ref Number	U/M	Quantity	Price	Extended Price
			Task 1 Subtotals	Parts:	\$0.00
				Labor:	\$0.00
				Task 1 Totals:	\$0.00

Task: 2 NEXDIAG **Preliminary Diagnostics** **Department: Service**
Complaint: Unit is in derate

Cause: tech 18 found truck is not derated but is just limping along.
 checked brake switches and found they are staying on when this happens.
 checked the grade gripper exhaust for a restriction and found none but found air coming out exhaust fitting, when plugged up long enough it applies the brakes.
 traced line from gripper valve and found the service brake relay is leaking back thru to gripper valve and needs replaced and retest or an other issue.
 found fuel pressure low codes
 checked debris at check valve on davco and in tanks and found clean
 connected gauge at the fuel pressure sensor and found good at 64 psi
 found code for ahi fuel module stuck for no air pressure.
 checked air regulator and got 35 psi, good
 checked air at ahi fuel module and found good
 performed ahi fuel module test and it failed for no air pressure, need an ahi fuel module on back of fuel filter housing and retest.

Supp. Part	Description / Ref Number	U/M	Quantity	Price	Extended Price
			Task 2 Subtotals	Parts:	\$0.00
				Labor:	\$358.00
				Task 2 Totals:	\$358.00

Task: 3 XXX258017 **QM - Replace Fuel Control (AHI) Module w/Regen** **Department: Service**
Correction: tech866
 Replaced Fuel Control (Ahi) Module and tested it (good), truck also passed regen. old part handed to parts

Supp. Part	Description / Ref Number	U/M	Quantity	Price	Extended Price
MPDC	23893349	Part	EA	1.00	559.35
					559.35

NEXTRAN[®]

TRUCK CENTERS

7810 Adamo Drive | Tampa, FL 33619 | Phone: (800) 932-6225

***** Customer Review *****

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Ship To: Hernando County Bcc Dept Of Pu
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 BROOKSVILLE, FL 346013537

Customer P/O: .	tamvdecisiv	Completion Date:
Freight	Freight	Misc 1.00 38.63 38.63
		Task 3 Subtotals
		Parts: \$559.35
		Labor: \$626.50
		Miscellaneous: \$38.63
		Task 3 Totals: \$1,224.48

Task: 4 XXX010248 QM- Replace spring brake valve (SR7) Department: Service
Correction: tech866
 Replaced Brake Valve but truck will have to be qc to verify that the repair fixed the complaint

Supp. Part	Description / Ref Number	U/M	Quantity	Price	Extended Price
MPDC 745-K079664	MODULATOR	Part EA	1.00	206.63	206.63
BENDIX 745-K079664-C	CORE	Inherent	1.00	116.67	116.67
VPDC 22882125	ATC VALVE	Part EA	1.00	464.79	464.79
Sublet	tow	Misc	1.00	800.80	800.80
BENDIX 745-K079664-C	CORE	Part EA	(1.00)	116.67	(116.67)
		Task 4 Subtotals		Parts: \$671.42	
				Core Charge: \$116.67	
				Core Ret: (\$116.67)	
				Labor: \$358.00	
				Miscellaneous: \$800.80	
				Task 4 Totals: \$1,830.22	



7810 Adamo Drive | Tampa, FL 33619 | Phone: (800) 932-6225

*** Customer Review ***
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Invoice Total: \$ 3,530.84
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Ship To: Hernando County Bcc Dept Of Pu
1525 E JEFFERSON ST
BROOKSVILLE, FL 346013537

Customer P/O: tamvdecisiv Completion Date:

Table with Totals section: Total Parts: \$1,230.77, Total Core Chg: \$116.67, Total Core Ret: (\$116.67), Total EHC: \$0.00, Total Labor: \$1,342.50, Total Miscellaneous: \$839.43, Total Shop Supplies: \$118.14, Invoice Subtotal: \$3,530.84, Total Tax: \$0.00, Invoiced Total: \$3,530.84

Payment Method

Charge

TERMS: Cash and payable upon receipt of goods unless other arrangements are made in advance. No discounts allowed, No material may be returned without Nextran Truck Center's permission. Claims or returns must be made within ten (10) days of the date purchase, accompanied by this invoice. Returns are subject to a handling charge of not less than twelve percent (12%) of the cost charged for the good to the undersigned. Nextran Truck Center shall be entitled to recover the reasonable attorney's fees and other costs incurred by it in any action or proceeding arising out of or related to the enforcement or collection of this invoice, in addition to any other relief to which it may be entitled. Service charges accrue on unpaid accounts at the rate of 1.5% per month (18% per annum) from the due date.

VENUE: Any litigation or other adversary proceeding arising from or related to this invoice or the parts or repair work referenced in this invoice shall be resolved solely in the courts of competent jurisdiction in the state and county in which Nextran Truck Center dealership providing the goods or services specified in this invoice is located, and each of the undersigned and Nextran Truck Center hereby irrevocably (i) consents to the personal jurisdiction of any such court and (ii) expressly waives any objection to venue and any claim that any such court constitutes an inconvenient forum. The undersigned agrees that the service of process may be made on the undersigned by mailing a copy of the summons and complaint by certified mail, return receipt requested, to the undersigned's address on file with Nextran Truck Center. All parts are new unless otherwise indicated

ABSOLUTELY NO RETURNS ON ELECTRICAL EQUIPMENT, NON STOCKED ITEMS, OR SPECIAL ITEMS.

MV-38626

From: [Shanon Aguayo](#)
To: [Michele Cornell](#)
Cc: [Brenda Peshel](#); [Emily Childs](#); [Jessica L Wright](#); [Carla Rossiter-Smith](#)
Subject: RE: ACTION NEEDED: RQ230998 Nextran Truck Centers
Date: Wednesday, June 28, 2023 8:28:00 AM

Shellie,

I understand the delays that you had with the COI but thought you haven't picked up the vehicle yet, the work was performed on the vehicle prior to the po being issued. That is the reason behind needing the Policy Exception completed.

I will be on the lookout for the email indicating the fully executed document has been imported in to OnBase and will approve immediately so you can get your vehicle.

Thank you,

Shanon Aguayo
Accounts Payable | Account Payable Auditor II
Office of Doug Chorvat Jr., Clerk of Circuit Court and Comptroller
Phone: 352-540-6328 | Email: SAguayo@hernandoclerk.org
20 N Main Street, Brooksville, FL 34601

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NOTICE:

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From: Michele Cornell <mcornell@co.hernando.fl.us>

Sent: Wednesday, June 28, 2023 7:50 AM

To: Carla Rossiter-Smith <CRossiter-Smith@co.hernando.fl.us>; Shanon Aguayo <SAguayo@hernandoclerk.org>

Cc: Brenda Peshel <BPeshel@co.hernando.fl.us>; Emily Childs <echilds@hernandoclerk.org>; Jessica L Wright <JHurd@Hernandocounty.us>

Subject: RE: ACTION NEEDED: RQ230998 Nextran Truck Centers

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Carla,

Please see attached for the Nextran invoice. Let us know if you have any questions or need additional information.

Thanks,

Shellie Cornell
Finance Coordinator
Hernando County Fleet Management
1525 E Jefferson St
Brooksville FL 34601
(352)754-4951 ext. 17602

From: Michele Cornell

Sent: Wednesday, June 28, 2023 7:38 AM

To: Carla Rossiter-Smith <CRossiter-Smith@co.hernando.fl.us>; Shanon Aguayo <SAguayo@hernandoclerk.org>

Cc: Brenda Peshel <BPeshel@co.hernando.fl.us>; Emily Childs <echilds@hernandoclerk.org>; Jessica L Wright <JLWright@co.hernando.fl.us>

Subject: RE: ACTION NEEDED: RQ230998 Nextran Truck Centers

Carla,

I apologize this email is for the Nextran and I thought it was for the purchase of the new vehicle. We are returning the vehicle to Ford until we get the purchase order so we will not need the purchase policy exception form. I will be sending you a PPE for the Nextran invoice.

Thanks,

Shellie Cornell
Finance Coordinator
Hernando County Fleet Management
1525 E Jefferson St
Brooksville FL 34601
(352)754-4951 ext. 17602

From: Carla Rossiter-Smith <CRossiter-Smith@co.hernando.fl.us>

Sent: Wednesday, June 28, 2023 7:30 AM

To: Michele Cornell <mcornell@co.hernando.fl.us>; Shanon Aguayo <SAguayo@hernandoclerk.org>

Cc: Brenda Peshel <BPeshel@co.hernando.fl.us>; Emily Childs <echilds@hernandoclerk.org>; Jessica L Wright <JLWright@co.hernando.fl.us>

Subject: RE: ACTION NEEDED: RQ230998 Nextran Truck Centers

This has been sent Jessica Wright for Jeff's signature, please retrieve the signed version from Jess.

Carla Rossiter-Smith, MSM PMP
Procurement and Grants Manager
Crossiter-smith@co.hernando.fl.us
Office: (352) 540-6544
Cell: (352) 667-4272

From: Michele Cornell <mcornell@co.hernando.fl.us>

Sent: Tuesday, June 27, 2023 1:34 PM

To: Shanon Aguayo <SAguayo@hernandoclerk.org>

Cc: Brenda Peshel <BPeshel@co.hernando.fl.us>; Carla Rossiter-Smith <CRossiter-Smith@co.hernando.fl.us>; Emily Childs <echilds@hernandoclerk.org>

Subject: RE: ACTION NEEDED: RQ230998 Nextran Truck Centers

Shanon,

I've sent it onto Carla. Once it is signed by everyone I will upload the updated document. I'm sure this will take several days to complete.

Thanks,

Shellie

From: Shanon Aguayo <SAguayo@hernandoclerk.org>
Sent: Tuesday, June 27, 2023 1:31 PM
To: Michele Cornell <mcornell@co.hernando.fl.us>
Cc: Brenda Peshel <BPeshel@co.hernando.fl.us>; Carla Rossiter-Smith <CRossiter-Smith@co.hernando.fl.us>; Emily Childs <echilds@hernandoclerk.org>
Subject: RE: ACTION NEEDED: RQ230998 Nextran Truck Centers

Shellie,

I haven't seen the Policy Exception uploaded behind this requests. I still have this in my bucket and will need the fully executed Policy Exception imported behind it before I can approve the RQ.

Thank you,

Shanon Aguayo
Accounts Payable | Account Payable Auditor II
Office of Doug Chorvat Jr., Clerk of Circuit Court and Comptroller
Phone: 352-540-6328 | Email: SAguayo@hernandoclerk.org
20 N Main Street, Brooksville, FL 34601

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From: Michele Cornell <mcornell@co.hernando.fl.us>
Sent: Wednesday, June 21, 2023 11:32 AM
To: Shanon Aguayo <SAguayo@hernandoclerk.org>
Cc: Brenda Peshel <BPeshel@co.hernando.fl.us>; Carla Rossiter-Smith <CRossiter-Smith@co.hernando.fl.us>; Emily Childs <echilds@hernandoclerk.org>
Subject: RE: ACTION NEEDED: RQ230998 Nextran Truck Centers

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Shanon,

Brenda has just informed me that the equipment has not been picked up yet and they will not allow us to pick it up until a PO has been issued.

Thanks,
Shellie

From: Michele Cornell
Sent: Wednesday, June 21, 2023 10:51 AM
To: Shanon Aguayo <SAguayo@hernandoclerk.org>
Cc: Brenda Peshel <BPeshel@co.hernando.fl.us>; Carla Rossiter-Smith <CRossiter-Smith@co.hernando.fl.us>

Emily Childs <echilds@hernandoclerk.org>

Subject: RE: ACTION NEEDED: RQ230998 Nextran Truck Centers

Shanon,

It took us a while to get this processed due to Nextran's COI being expired. By the time they got all the correct information to us the work had been completed. Please let me know if we still need to proceed with the Policy Exception.

Thanks,

Shellie Cornell
Finance Coordinator
Hernando County Fleet Management
1525 E Jefferson St
Brooksville FL 34601
(352)754-4951 ext. 17602

From: Shanon Aguayo <SAguayo@hernandoclerk.org>

Sent: Wednesday, June 21, 2023 10:41 AM

To: Michele Cornell <mcornell@co.hernando.fl.us>

Cc: Brenda Peshel <BPeshel@co.hernando.fl.us>; Carla Rossiter-Smith <CRossiter-Smith@co.hernando.fl.us>; Emily Childs <echilds@hernandoclerk.org>

Subject: ACTION NEEDED: RQ230998 Nextran Truck Centers

Importance: High

Good morning Shellie!

I've reviewed RQ230998 for Nextran Truck Centers, it appears the attached invoice was imported as a Quote. Per the verbiage on this document, it appears that the work was completed on 5/25/23. This transaction would require a Policy Exception to be processed.

Shanon Aguayo
Accounts Payable | Account Payable Auditor II
Office of Doug Chorvat Jr., Clerk of Circuit Court and Comptroller
Phone: 352-540-6328 | Email: SAguayo@hernandoclerk.org
20 N Main Street, Brooksville, FL 34601

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**HERNANDO COUNTY
BOARD OF COUNTY COMMISSIONERS**

15470 FLIGHT PATH DR
BROOKSVILLE, FL 34604

PURCHASE ORDER-CHANGE NO. 23000913-1
CHANGE DATE: 07/14/23

PAGE NO. 1

jlouer@nextrancorp.com
15677
NEXTRAN
7810 ADAMO DR
TAMPA FL 33619

PDF

COPY
P
T
O

PLANT MAINTENANCE DIVISION
1525 EAST JEFFERSON STREET
BUILDING C
BROOKSVILLE FL 34601

V
E
N
D
O
R

ORDER DATE: 07/03/23		BUYER: MICHELE CORNELL		REQ. NO.: RQ230998	REQ. DATE: 06/06/23
TERMS: NET 30 DAYS		F.O.B.: FOB DESTINATION		DESC.: CHANGE ORDER - 1	
ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
<p>7/14/23 Change Order 1 - FH Contract No.23-SS00354/LB CO #1 Is to Close PO. This repair was started prior to PO being issued. This is an exception and form was completed.</p> <p>This change order will close out PO.</p> <p>Decrease Line #1 \$3530.84; New Line Total \$0.00 New PO Total \$0.00</p> <p>8021-5303476 1 3503.84</p>					
01	-1.00		JOB REPAIR OF REGEN FOR UNIT #22225	.0000	-3,530.84

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE	PAGE TOTAL \$	-3,530.84
01	08021 5303476	-3,530.84		TOTAL \$	-3,530.84

PDF

COPY

SEE TERMS AND CONDITIONS ON REVERSE SIDE

APPROVED BY:

CHIEF PROCUREMENT OFFICER