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SUBJECT: UNDERGROUND UTILITY LOCATING SERVICES - REBID

BID #: CS-0068-22

OPEN DATE: 2022-03-16

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: CONSTRUCITON SUPPLY CONTRACT – ONE (1) YEAR FROM THE DATE OF CONTRACT EXECUTION WITH THREE (3), ONE (1) YEAR RENEWAL OPTIONS

AGENCY: TRAFFIC ENGINEERING

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 11 **NUMBER RECEIVED: 4** **OTHER: 0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Request approval to reject Bench Mark VA LLC for not being able to demonstrate underground utility locating experience in the State of Florida as requested in the minimum requirements.

Recommend approval of award to Venegroup Services Inc. as the most responsive, responsible bidder with a total base bid amount of $313,876.25. Period of service shall be one (1) year from the date of contract execution with three (3), one (1) year renewal options.

Funding for this award shall be encumbered from 00111.158001.534100.000000.00000000.00000.0000000. To be executed by formal contract through the Office of General Counsel.

ATTACHMENTS: Recommendation Memo, Bid Tabulation, Bid Rejection/Email Confirmation, Terms & Conditions, Specifications

ANALYST: _____
BRYAN MATUS

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Christopher W. LeDew, P.E., Chief, Traffic Engineering

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Traffic Engineering Division
1007 Superior Street
Jacksonville, FL 32254
(904) 255-7533
www.coj.net

ONE CITY. ONE JACKSONVILLE.

MEMORANDUM **April 6, 2022**

TO: **Gregory W. Pease**
Chief of Procurement

THRU: **John P. Pappas, P.E., Director**

FROM: **Christopher W. LeDew, P.E., Chief**

SUBJECT: **Underground Utility Locating Services - Rebid**

Bid No.:	**CS-0068-22**
Bid Open Date:	**March 16, 2022**
Recommend Award Amount:	**$313,876.25**
Requisition:	**PWTE-500831-22**
Internal Services Account No:	**00111.158001**

Traffic Engineering received four (4) bids for the subject project. The lowest bidder, Bench Mark VA LLC., failed to provide the minimum requirements of in State references. Therefore, it is recommended that Bench Mark VA LLC be rejected. It is further recommended to award to Venegroup Services Inc., 11421 NW 39th St, Doral FL 33178, as the lowest responsive responsible bidder.

The award is to be in the amount of $313,876.25 and will be issued by purchase orders against a POA. A formal contract will be written for an initial one-year period beginning upon date of execution, with three (3) one (1) year renewals.

Funding: 00111.158001.534100.000000.00000000.00000.0000000

Attachment

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BID TABULATION

Title:	UNDERGROUND UTILITY LOCATING SERVICES - REBID
Bid No:	C5-0068-22
Open Date:	March 16, 2022
Analyst:	Bryan Matus
No. Invited:	(11) No. Received: (4) Other: (0)
Recorded By:	Pearl Mitchell

Bid Item #	Item Description	Est Qty.	Unit	Bench Mark VA LLC		One Vision Utility Services, LLC		Venegroup Services Inc		Badger Daylighting Corp.	
				Unit Price	Extended Price	Unit Cost	Total Cost	Unit Price	Extended Price	Unit Price	Extended Price
1	Per Ticket Received from One Call	13,060	Each	$15.50	$202,430.00	$34.82	$454,749.20	$23.75	$310,175.00	$50.00	$653,000.00
2	Per After Hour Call Out Ticket	75	Each	$80.00	$6,000.00	$94.11	$7,058.25	$19.95	$1,496.25	$100.00	$7,500.00
3	Project Price Per Quarter Hour for Tickets that Exceed 30 Minutes	2	Each	$125.00	$250.00	$21.32	$42.64	$25.00	$50.00	$30.00	$60.00
4	Per Quarter Hour for Watchdogs or Site Surveillance Work	85	Each	$45.00	$3,825.00	$21.32	$1,812.20	$13.00	$1,105.00	$30.00	$2,550.00
5	Damage Investigation Fee	60	Each	$45.00	$2,700.00	$85.29	$5,117.40	$17.50	$1,050.00	$200.00	$12,000.00
			Total Bid	$215,205.00		$468,779.69		$313,876.25		$675,110.00	
			Bid Form:	Yes		Yes		Yes		Yes	
			Bid Proposal Form:	Yes		Yes		Yes		Yes	
			Conflict of Interest Certificate:	Yes		Yes		Yes		Yes	
			Addendum 1:	No		Yes		Yes		No	
			Contractor Refrence Form	Yes		Yes		Yes		Yes	

PROCUREMENT DIVISION

NOTIFICATION OF RECOMMENDED BID REJECTION

Date: April 11, 2022

Via Email: rmartin@accumark.us

Bidder's Name: Bench Mark VA LLC

Address: 9500 King Air Court, Ashland, VA 23005

Contact Name: Ryan Martin

Bid No: CS-0068-22

Title: UNDERGROUND UTILITY LOCATING SERVICES - REBID

Date Opened: March 16, 2022

REASON FOR RECOMMENDED BID REJECTION: For being non-responsive; specifically for not being able to demonstrate underground utility locating experience in the State of Florida as requested in the minimum requirements.

If you wish to protest the recommended rejection of this bid, please respond in accordance with the City of Jacksonville's bid protest procedures and email a copy to the City Purchasing Analyst associated with the protested bid.

NOTE: This intended action is only a recommendation to the appropriate Awarding Authority. The authority recommending award for this bid is the General Government Awards Committee scheduled for Thursday, April 14, 2022 at 1:00 p.m.

Purchasing Analyst's Signature: _____

Bryan Matus, Purchasing Analyst

214 N. Hogan St., Suite 800 | Jacksonville, FL 32202 | Phone: 904.255-8815 | Fax: 904.255-8837

Matus, Bryan

From:	Matus, Bryan
Sent:	Monday, April 11, 2022 3:47 PM
To:	Ryan Martin
Cc:	Freeman, Dustin; Laidler, Marilyn; Leslie-Burney, Annette; Pease, Gregory
Subject:	Bid Rejection Notice: CS-0068-22 UNDERGROUND UTILITY LOCATING SERVICES - REBID
Attachments:	CS-0068-22 BID REJECTION LETTER FOR Bench Mark VA.pdf
Importance:	High

Tracking:

Recipient	Delivery
Ryan Martin	
Freeman, Dustin	Delivered: 4/11/2022 3:47 PM
Laidler, Marilyn	Delivered: 4/11/2022 3:47 PM
Leslie-Burney, Annette	Delivered: 4/11/2022 3:47 PM
Pease, Gregory	Delivered: 4/11/2022 3:47 PM

Hello,

Please find the attached bid rejection notice. This email will serve as notification of receipt.

Thanks,

Bryan Matus
Purchasing Analyst
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Phone: 904.255.8815
Email: bmatus@coj.net

CITY OF JACKSONVILLE

****** Florida has a very broad public records law. As a result, any written communication created or received by City of Jacksonville officials and employees will be made available to the public and media, upon request, unless otherwise exempt. Under Florida law, email addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic mail to this office. Instead, contact our office by phone. ******

TERMS AND CONDITIONS

UNDERGROUND UTILITY LOCATING SERVICES - REBID

1. **SCOPE**
The City of Jacksonville's Procurement Division is currently accepting bids to obtain a source of supply for the item(s)/service(s) as outlined in the bid documents provided. The purpose of this bid invitation is to obtain information about your firm and its ability to provide these item(s)/service(s) and to obtain pricing commitments for **Underground Utility Locating Services** as listed in the bid documents.

2. **AWARD**
Award will be **ALL OR NONE** to the lowest responsive, responsible bidder. Bidders must bid on all items to be considered for award. The City reserves the right to reject any or all bids. ALL awards are subject to the availability of funds.

3. **TERM OF AGREEMENT**
The term of this formal contract agreement will be one (1) year from the date of contract execution with three (3) one (1) year renewal options. Renewal Options may be exercised at the discretion of the City based on supplier performance and adherence to the terms and condition set forth in the bid documents.

4. **MINIMUM REQUIREMENTS**
Bidders should submit or comply with the following requirements: failure to submit any of these requirements may be grounds for rejection:

   a. Supplier shall provide proof of applicable local business license if located within Duval County.
   b. Submit a one (1) page executive summary of the company.
   c. **Provide a list of three (3) references, of which the bidder has performed underground locates for within the last five (5) years. The references must include a minimum of:**
      - One (1) utility member of 811 One Call in the State of Florida (i.e. AT&T, Comcast, Power Utility, Traffic Signal Maintaining Agency, Communications utility)
      - One (1) Florida Government organization (i.e. either City or County, or Entity of the State)

5. **PRE-BID CONFERENCE**
N/A.

6. **STATE CONTRACTS**
The City reserves the right to utilize contracts established by the State of Florida and or other governmental agencies for item(s)/service(s) covered under this bid. The city reserves the right to cancel this contract in whole or in part for such item(s)/service(s).

7. **QUANTITIES**
Quantities indicated reflect the estimated quantities to be purchased throughout the contract period and are subject to fluctuation in accordance with actual requirements. The City reserves the right to purchase more than the estimated quantities listed or not to make any purchase against this bid if it so deems necessary anytime during the contract period. **The City reserves the right to add or delete items during the contract period.** The City will order on an as needed basis.

8. **DELIVERY**
Not applicable.

9. **ESCALATION/DE-ESCALATION**
All pricing submitted shall remain firm for the initial term period. Upon renewal (if applicable), a supplier may submit in writing a request for price escalation/de-escalation for the percentage of change as listed in the Consumer Pricing Index (CPI) and/or documentation notifying of an industry wide increase. The City reserves the right to decline any price increase request.

10. **PRICES**

All unit prices shall be **all inclusive** to the delivery the services being requested outlined in the bid documents.

11. PICK UP AND RETURNS

Not applicable.

12. COMPLIANCE WITH SPECIFICATIONS

The bidder, by affixing their signature to the bid form submitted, agrees to provide item(s)/service(s) in accordance with the bid documents provided. Bid only a single offering for each bid item. Multiple offerings, alternates (unless stated) and or stipulations may be cause for bid rejection. Bid only on forms provided herein unless otherwise stated. Bid submissions shall be in ink or typewritten. All corrections must be initialed.

13. INVOICING

Invoices will be issued once supplies/services are delivered and/or rendered to the City of Jacksonville or its agencies. At a minimum, invoices must include; purchase order number or contract number, item number and description, date of shipment, quantity ordered and shipped, unit prices, unit of measure, and extended totals. Payment terms are Net 30 days. All original invoices shall be submitted to: COJ1CloudInvoices@coj.net. The invoice email subject line **MUST BE**: inv_300000008806179. Invoices can also be submitted through the 1Cloud Supplier Portal.

Contractor shall provide invoices to City of Jacksonville on a monthly basis. Contractor's monthly invoice will include the following:

- **a.** City of Jacksonville's name and associated Purchase Order Number
- **b.** Period during which the services were performed – (the "Billing Period")
- **c.** Total number of Locate Requests received
  - i. Locates that required physical site visits (detailed)
  - ii. Locates that were deemed "emergency" per 811 rules
  - iii. Locates that were "all clear" without requiring any physical site visit
- **d.** Total number and nature of services performed for City of Jacksonville
- **e.** Total charges for the Billing Period

14. INSURANCE/INDEMNIFICATION

Each supplier shall maintain, for the entire term of this bid, current insurance coverage as stated in the bid documents. All insurance certificates shall list the City of Jacksonville as an additional insured. The awarded supplier will be required to submit a copy of their Certificate of Commercial Liability Insurance within ten (10) days from the date of receipt of the award notice. Bid number shall be listed on certificate.

15. REPORTING

The City may request, during the term of this bid, reports including but not limited to; usage, pricing, and delivery. Suppliers will be required to provide reports requested in hard copy and electronic format as required.

16. SUPPLIER ACCESSIBILITY

The City or its representative must be able to contact, during normal business hours, by telephone or email any supplier providing goods or services to the City or its agencies. Any supplier accessibility requirements outlined in the specifications supersede this section.

SPECIFICATIONS

UNDERGROUND UTILITY LOCATING SERVICES - REBID

All questions or discrepancies regarding the bidding process or the bid documents must be submitted in writing to Bryan Matus, Purchasing Analyst, at bmatus@coj.net by the date and time specified on the Bid Form.

When submitting a bid, please be sure to write the bid name and number and your company's name, address, and phone number on the **outermost** sealed envelope or package.

Overview:
City of Jacksonville is issuing this solicitation for the purpose of contracting for the locating of underground utilities. City of Jacksonville desires to contract for locating electric, fiber optic, and traffic signal infrastructure. The successful bidder will be required to comply with all laws and regulations of the State of Florida and 811 One-Call Center in the performance of locating utilities. The contract will be awarded to the bidder whose bid evaluation by City of Jacksonville indicates that such award will be in the best interests of the services to be done, as determined by City of Jacksonville.

No contract shall be considered to have been awarded and no bidder may rely upon the award of a contract until a Services Agreement and a Purchase Order has been signed by City of Jacksonville and the successful bidder. No bidder shall be entitled to rely on any written or oral statements or representation as to the award of a contract made by any City of Jacksonville personnel.

1.0 Purpose:
The purpose of this solicitation is to secure the services of a qualified and experienced utility locating company to provide utility locating for City of Jacksonville.

1.1 Background and Definitions:
City of Jacksonville, Public Works Department, Traffic Engineering Division is a member of the 811 One-Call system and performs locates of its electric utilities as related to Traffic Signal and Traffic Control Devices; and Fiber Optic utilities for communications to Traffic Signal, Traffic Control Devices, and other City Infrastructure

a. "Service" – Underground locating service as performed by the contractor.
b. "Agency" – is the maintaining Department/Division of the Utility. In this case this is the City of Jacksonville, Public Works Department, Traffic Engineering Division.
c. "Contractor" – Winning Bidder, and the firm performing the underground locating service.

1.2 System information:

a. Utilities to be Included City of Jacksonville, Department of Mobility, Traffic Operations Division to include, all Traffic Signal Infrastructure (i.e. Traffic Signal Electrical Service, Underground Conduits, Inductive Loop detectors, Pull Boxes) and Traffic Management System Infrastructure (Underground Fiber Optics, Pull Boxes). This also includes school flashers, school zones, other electrified traffic control devices (flashing beacons).

b. Utility records are Adobe Acrobat (PDF) electronic format.

1.3 Service Specifications
Contractor will receive facility locate requests directly from 811 One-Call Center and manage the entire locating process for City of Jacksonville. Contractor shall furnish all labor, supervision, tools, materials, paint, flags, equipment (including a hardware compatible with the existing communication systems used by the 811 One-Call Center) and transportation to perform Underground Facilities Locating and Marking services, as requested by City of Jacksonville and the 811 One-Call Center.

1.4 Contractor's Duties and Responsibilities
To receive and respond to all 811 excavation notices directed to City of Jacksonville through the 811 One-Call Center in accordance with current State Laws. Contractor shall provide such Markings and protection as may be required. Such protection shall include painting, flagging or staking in accordance with the current State Laws governing the protection of Underground Facilities and City of Jacksonville's specifications.

Provide sufficient qualified staff, equipment and supplies to perform the duties outlined herein.

Receive and record locates requests from the One-Call center during normal business hours of the One-Call center and respond within required time frame.

Digitally photograph all completed locate requests including any damages that might occur whether at fault or not at fault damages. These are to be kept on file and delivered to the Agency upon request.

Provide City of Jacksonville electronic direct access to Contractor's ticket management system. The City of Jacksonville requires the ability to view at the City of Jacksonville's discretion by way of a "Customer Portal" (using the exiting One-Call or a customized portal by the bidder). The City should have the ability to view:

a. All tickets that are received through the 811 One-Call system in City of Jacksonville's behalf
b. If locate was completed
c. All post locate photos to be attached to ticket number and viewable when completed through the customer portal
d. All archived 811 completed ticket information and post locate photos

Retain and safeguard the City of Jacksonville location maps and records. Records shall not be disclosed or made available to any person not approved by the City of Jacksonville.

Responsible for obtaining all licenses, permits, inspections and other authorizations required for Contractor's performance of the Services.

Provide all circuits and equipment required to receive requests directly from the 811 One-Call Center. City of Jacksonville shall be responsible for all other contractual and cost obligations from the 811 One-Call Center.

Personnel shall be proficient in the use of approved locating devices, methods, marking procedures, communicative skills, and record-keeping requirements necessary to perform the Locate Request and Marking tasks.

Contractor's employees will participate in a Drug Testing Program as approved by City of Jacksonville. Contractor shall supply City of Jacksonville with appropriate documentation and updates as requested.

Normal business hours are between the hours of 7:00 a.m. through 5:00 p.m. Monday through Friday, except for holidays observed by the 811 One-Call Center and weekends. Contractor's administrative responsibility shall include, but not be limited to, receipt, recording, dispatching, reporting, monitoring and closing out of Notice of Excavation.

Complete the requirements of a Normal Locate Request within two (2) business days of receiving the Locate Request.

Receive and respond to Emergency Locate Requests during normal business hours within two (2) hours of receipt by Contractor, unless otherwise required by law or regulation to be sooner, unless otherwise agreed to with requesting party or excavator. Normal business hour Emergency locate Requests will be billed as a standard ticket.

Receive and record emergency locate requests outside normal business hours and respond within two hours of the original call.

When the Underground Facility is "Identifiable, but Un-locatable", Contractor must contact Agency. Agency will then determine the course of action to be taken.

If no course of action is successful, Contractor shall notify the Excavator of the presence of any "Identified, but Un-locatable" Facilities of City of Jacksonville and shall caution the Excavator that any location information supplied may not be within the scope of the definition of Reasonable Accuracy.

If requested by City of Jacksonville, Contractor shall perform additional services, such as Site Surveillance (standby protection). Contractor will be required to arrange meeting with excavator prior to excavation and have excavator physically locate the location of electric facility by hand digging.

Contractor shall always afford City of Jacksonville access to any and every part of the Services so as to enable them to inspect and ensure that the Services being performed conform to the terms of the Agreement.

Contractor to respond to all 811 locate request locations and leave positive response that locating company has responded in the City of Jacksonville's behalf. Post locate photo of worksite and positive response left.

1.5 City of Jacksonville's Duties and Responsibilities

City of Jacksonville shall provide maps and data in a digital format at no charge to Contractor.

City of Jacksonville shall provide sufficient copies and updates of the maps and diagrams of City of Jacksonville's Underground Facilities for all Excavation Sites. The maps and diagrams will reflect the most current information available to City of Jacksonville.

City of Jacksonville shall work with Contractor to arrange for the One-Call Center to send all Locate Requests directly to Contractor and shall pay the One-Call Center system invoices for Locator Requests transmittals. City of Jacksonville shall forward any direct Locate Requests to One-Call Locator Service Center and/or Contractor.