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SUBJECT: TRANSPORTING OF ELECTION EQUIPMENT

BID #: SC-0271-22 **OPEN DATE:** 10/20/2021

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: SUPERVISOR OF ELECTIONS OFFICE

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

NUMBER OF BIDS INVITED: 7 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Request approval to ratify the period of service from November 1, 2022 through date of award.

Recommend approval to utilize the first renewal option with Baymeadows Movers in the annual not-to-exceed expenditure amount of $240,300.00. Total revised award amount not-to-exceed $480,600.00. Period of service will be from the date of award through October 31, 2023 with three (3) one (1) year renewal options remaining.

Funding for this award will be encumbered from account 00111.610001.549040.000000.00000000.00000.0000000 and executed by Purchase Order(s).

ATTACHMENTS: Recommendation Memo, Supplier's Letter, Basis of Award, Previous Award

ANALYST: _____ DAVID KLAGES

RESPECTFULLY SUBMITTED: _____ DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Mike Hogan, Supervisor of Elections, Duval County Supervisor of Elections Office

(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 _____

Mike Hogan
Supervisor of Elections
105 E. Monroe St.
Jacksonville, FL 32202
PH (904)630-1414
FX (904)630-2920

November 22, 2022

Re: Bid # SC – 0271-22 (Transporting of Election Equipment)

Dustin Freeman, Chief
Procurement Division
117 West Duval St, Suite 335

Dear Dustin:

We recommend renewing the annual award for Baymeadows Moving and Storage. We are beginning preparations for the spring elections and Baymeadows has provided all services flawlessly. We want to continue with the contract.

Funding source will be 00111, 610001, 549040, Miscellaneous Services and Charges. NTE amount for FY 22-23 (3 elections) will be $240,300.

Please do not hesitate to contact me if I can provide any further information or assistance.

Sincerely,

Robert Phillips
Chief Elections Officer
Duval County Supervisor of Elections

Baymeadows
MOVERS
MOVING • STORAGE • LOGISTICS
Tel: (904) 737-3530 Fax: (904) 737-3580

November 21, 2022

Dustin Freeman, Chief

Procurement Division

105 Monroe Street

Jacksonville, FL 32202

RE: Bid SC-0271-22

Dear Mr. Freeman:

Baymeadows Moving and Storage recommends the bid renewal for SC-0271-22 be renewed with The Supervisor of Elections Office. This renewal will be for any election held in Duval County for 2022 and 2023.

If you have any questions regarding the renewal of this contract, please feel free to contact me at (904) 437-7859.

Sincerely,

Helena Moak

Baymeadows Moving and Storage

SUBJECT: TRANSPORTING OF ELECTION EQUIPMENT

BID #: SC-0271-~~21~~ 22

OPEN DATE: 10/20/2021

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: SUPERVISOR OF ELECTIONS OFFICE

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

NUMBER OF BIDS INVITED: 7 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to Baymeadows Movers as the lowest responsive, responsible bidder. Period of service shall be one (1) year from date of award with four (4) one (1) year renewal options. Initial estimated expenditure amount not-to-exceed $240,300.00.

Funding for this award shall be encumbered from account 00111.610001.549040.000000.00000000.00000.0000000 and executed by Purchase Order(s).

ATTACHMENTS: Recommendation Memo, Bid Tabulation, Terms & Conditions, Specifications

ANALYST: DAVID KLAGES

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Mike Hogan, Supervisor of Elections, Duval County Supervisor of Elections Office

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 10/28/2021

OTHER:

ACTION OF AWARDING AUTHORITY DATE 11-1-21

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No: 2019-02