2

SUBJECT: PRINTING AND INSTALLATION SERVICES FOR SPECIAL EVENTS

BID #: SC-0222-20 **OPEN DATE: 2019-09-11**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – PERIOD OF SERVICE WILL BE FROM DATE OF AWARD THROUGH SEPTEMBER 30, 2020, WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT, SPORTS & ENTERTAINMENT DIVISION, OFFICE OF SPECIAL EVENTS

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

NUMBER OF BIDS INVITED: 28 **NUMBER RECEIVED:** 6 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the fourth and final renewal option with DME Delivers, LLC d/b/a DME Visual, LLC for Printing and Installation Services for Special Events. A request of price escalation increase for line items #7, 19, 20. All other terms & conditions will remain the same. Period of service will be from October 1, 2023 through September 30, 2024. The requested total annual expenditure not to exceed $165,000.00. The revised total award expenditure not to exceed $633,051.00.

Funding Sources: 00113.133101.548010/549040/544020. All Activities
00111.133104.548010.000000.00000000.00000.0000000
10302.133101.549006.000000.00000000.00000.0000000
To be executed by purchase order releases POA-0B01905.

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2023. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

Attachments: Recommendation Memo, Vendor Letter, Previous Awards

ANALYST: _____
RUBEN OLA

RESPECTFULLY SUBMITTED: _____
DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Daryl T. Joseph, Director, Parks, Recreation and Community Services Department

---

(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

Daryl T. Joseph, Director

Parks, Recreation and Community Services Department
214 N Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 255-7907
www.coj.net

ONE CITY. ONE JACKSONVILLE.

July 26, 2023

To: Dustin Freeman, Chief
Procurement Division

Thru: Daryl T. Joseph, Director
Parks, Recreation and Community Services Department

From: Chandler Fussell, Chief
Sports & Entertainment Division

Subject: FY24 Printing and Installation Services for Special Events by DME Delivers, LLC dba DME Visual, LLC SC-0222-20/POA-0B01905 4th Renewal Request

---

The Department of Parks, Recreation and Community Services, Division of Sports and Entertainment requests to exercise the fourth renewal option of four (4) one (1) year renewal options for SC-0222-20/POA-0B01905 for Printing and Installation Services for Special Events by DME Delivers, LLC dba DME Visual, LLC. Period of service will be October 1, 2023, through September 30, 2024.

Attached is a written agreement from the supplier exercising the renewal option with price escalations on Items: 7,19 and 20 with all other items at the same price, terms, and conditions.

Annual expenditures are not expected to exceed $165,000.00 with total award not expected to exceed $633,051.00 and payments will be processed by Purchase Order releases from the assigned POA-0B01905.

Funding Sources: 00113.133101.548010/549040/544020. All Activities
00111.133104.548010.000000.00000000.00000.0000000
10302.133101.549006.000000.00000000.00000.0000000

Attachments: Renewal Letter from Supplier

JMK

CC: Rene'e Harriman, Parks, Recreation and Community Services Department
Jennifer Malice-Kelly, Division of Sports & Entertainment

DME DELIVERS

Beyond the ink

7/25/2023

Jennifer Malice-Kelly
City of Jacksonville
Division of Sports & Entertainment
214 N. Hogan Street, Floor 4
Jacksonville, FL 32202

Dear Jennifer,

Please be advised that I, on behalf of **DME Delivers**, do hereby express our wish to exercise our renewal option of **BID #SC-0222-20 and POA-OB`905**. We request an increase on 3 items and the addition of 1 item. All other items will be kept effective from the date of the award through the end of the renewed term.

- **Item 7** Low Tac Vinyl	Current $2.22	New $3.45
- **Item 19** Install Sq Ft.	Current $3.75	New $4.00
- **Item 20** Removal Sr Ft.	Current $2.50	New $2.75

New Item

- Artwork Hourly $125.00

Thank you,

Bart Worley

Bart Worley

Managing Partner

Economic News Release

Table 1. Consumer Price Index for All Urban Consumers (CPI-U): U. S. city average, by expenditure category

Table 1. Consumer Price Index for All Urban Consumers (CPI-U): U.S. city average, by expenditure category, July 2023
[1982-84=100, unless otherwise noted]

Expenditure category	Relative importance Jun. 2023	Unadjusted indexes			Unadjusted percent change		Seasonally adjusted percent change		
		Jul. 2022	Jun. 2023	Jul. 2023	Jul. 2022-Jul. 2023	Jun. 2023-Jul. 2023	Apr. 2023-May 2023	May 2023-Jun. 2023	Jun. 2023-Jul. 2023
All items	100.000	296.276	305.109	305.691	3.2	0.2	0.1	0.2	0.2
Food	13.400	308.532	322.556	323.523	4.9	0.3	0.2	0.1	0.2
Food at home	8.582	292.972	302.335	303.455	3.6	0.4	0.1	0.0	0.3
Cereals and bakery products	1.166	332.968	355.074	356.377	7.0	0.4	0.0	0.1	0.0
Meats, poultry, fish, and eggs	1.770	318.141	315.561	317.445	-0.2	0.6	-1.2	-0.4	0.5
Dairy and related products	0.787	265.638	268.338	269.143	1.3	0.3	-1.1	-0.3	0.5
Fruits and vegetables	1.478	341.839	350.724	351.646	2.9	0.3	1.3	0.8	0.4
Nonalcoholic beverages and beverage materials	1.039	204.944	216.146	216.056	5.4	0.0	0.7	-0.1	0.0
Other food at home	2.344	257.295	269.995	271.276	5.4	0.5	0.4	-0.2	0.2
Food away from home(1)	4.818	331.342	354.245	354.862	7.1	0.2	0.5	0.4	0.2
Energy	6.951	325.407	283.854	284.828	-12.5	0.3	-3.6	0.6	0.1
Energy commodities	3.667	405.676	321.491	323.358	-20.3	0.6	-5.6	0.8	0.3
Fuel oil(1)	0.112	495.910	353.673	364.304	-26.5	3.0	-7.7	-0.4	3.0
Motor fuel	3.497	399.682	317.170	318.891	-20.2	0.5	-5.6	0.9	0.2
Gasoline (all types)	3.415	396.952	316.258	318.071	-19.9	0.6	-5.6	1.0	0.2
Energy services	3.283	262.731	259.564	259.766	-1.1	0.1	-1.4	0.4	-0.1
Electricity	2.574	262.347	271.369	270.268	3.0	-0.4	-1.0	0.9	-0.7
Utility (piped) gas service	0.709	258.666	219.272	223.290	-13.7	1.8	-2.6	-1.7	2.0
All items less food and energy	79.649	295.646	308.910	309.402	4.7	0.2	0.4	0.2	0.2
Commodities less food and energy commodities	21.321	166.746	168.588	168.014	0.8	-0.3	0.6	-0.1	-0.3
Apparel	2.526	125.188	130.510	129.172	3.2	-1.0	0.3	0.3	0.0
New vehicles	4.270	173.618	179.577	179.696	3.5	0.1	-0.1	0.0	-0.1
Used cars and trucks	2.776	213.683	202.007	201.624	-5.6	-0.2	4.4	-0.5	-1.3
Medical care commodities(1)	1.460	390.077	404.109	406.169	4.1	0.5	0.6	0.2	0.5
Alcoholic beverages	0.836	274.344	285.633	285.580	4.1	0.0	0.5	0.0	0.1
Tobacco and smoking products(1)	0.496	1,349.636	1,424.290	1,431.302	6.1	0.5	0.6	0.1	0.5
Services less energy services	58.328	375.060	396.646	398.002	6.1	0.3	0.4	0.3	0.4
Shelter	34.728	354.935	380.594	382.226	7.7	0.4	0.6	0.4	0.4
Rent of primary residence	7.569	370.448	398.593	400.210	8.0	0.4	0.5	0.5	0.4
Owners' equivalent rent of residences(2)	25.540	363.311	389.223	391.131	7.7	0.5	0.5	0.4	0.5
Medical care services	6.377	601.056	593.503	591.832	-1.5	-0.3	-0.1	0.0	-0.4
Physicians' services(1)	1.792	411.846	412.812	413.437	0.4	0.2	-0.5	0.7	0.2
Hospital services(1)(3)	1.925	377.415	390.793	389.061	3.1	-0.4	1.0	0.4	-0.4
Transportation services	5.917	363.389	395.238	396.199	9.0	0.2	0.8	0.1	0.3

Footnotes
(1) Not seasonally adjusted.
(2) Indexes on a December 1982=100 base.
(3) Indexes on a December 1996=100 base.

Expenditure category	Relative importance Jun. 2023	Unadjusted indexes			Unadjusted percent change		Seasonally adjusted percent change		
		Jul. 2022	Jun. 2023	Jul. 2023	Jul. 2022-Jul. 2023	Jun. 2023-Jul. 2023	Apr. 2023-May 2023	May 2023-Jun. 2023	Jun. 2023-Jul. 2023
Motor vehicle maintenance and repair(1)	1.121	343.678	383.196	387.159	12.7	1.0	0.6	1.3	1.0
Motor vehicle insurance	2.657	609.585	705.717	717.799	17.8	1.7	2.0	1.7	2.0
Airline fares	0.593	311.205	279.224	253.345	-18.6	-9.3	-3.0	-8.1	-8.1

Footnotes

(1) Not seasonally adjusted.

(2) Indexes on a December 1982=100 base.

(3) Indexes on a December 1996=100 base.

Table of Contents

Last Modified Date: August 10, 2023

U.S. BUREAU OF LABOR STATISTICS Division of Consumer Prices and Price Indexes Suite 3130 2 Massachusetts Avenue NE
Washington, DC 20212-0001

Telephone:1-202-691-7000 www.bls.gov/CPI Contact CPI

Ola, Ruben

From: Freeman, Dustin
Sent: Tuesday, August 22, 2023 5:18 PM
To: Malice-Kelly, Jennifer
Cc: Reed, Nikita; Ola, Ruben; Leslie-Burney, Annette; Middleton, Jordyn
Subject: Re: GGAC Award SC-0222-20 Deferred

No, this is fine.

Respectfully,
Dustin L. Freeman
Chief of Procurement
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Ph. 904-255-8811
Email: dustinf@coj.net

****** 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. ******

On Aug 22, 2023, at 4:44 PM, Malice-Kelly, Jennifer <JMalice@coj.net> wrote:

CPI was not mentioned, does this still need to be updated?

<image001.png>

Jennifer Malice Kelly
Accounting Manager
City of Jacksonville | Sports & Entertainment
214 North Hogan Street, 4th Floor
Jacksonville, FL 32202
904.255.5426 (o) | 904.300.4865 (c)
JMalice@coj.net

<image002.png>

From: Freeman, Dustin <DustinF@coj.net>
Sent: Tuesday, August 22, 2023 4:41 PM
To: Malice-Kelly, Jennifer <JMalice@coj.net>
Cc: Reed, Nikita <NReed@coj.net>; Ola, Ruben <RubenO@coj.net>; Leslie-Burney, Annette

<ABurney@coj.net>; Middleton, Jordyn <JMiddleton@coj.net>
Subject: Re: GGAC Award SC-0222-20 Deferred

Memo should reflect the negotiations not CPI.

Respectfully,
Dustin L. Freeman
Chief of Procurement
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Ph. 904-255-8811
Email: dustinf@coj.net

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On Aug 22, 2023, at 4:34 PM, Malice-Kelly, Jennifer <JMalice@coj.net> wrote:

Sounds good, thank you.

Jennifer Malice Kelly
Accounting Manager
City of Jacksonville | Sports & Entertainment
214 North Hogan Street, 4th Floor
Jacksonville, FL 32202
904.255.5426 (o) | 904.300.4865 (c)
JMalice@coj.net
<image001.png>

From: Reed, Nikita <NReed@coj.net>
Sent: Tuesday, August 22, 2023 4:34 PM
To: Malice-Kelly, Jennifer <JMalice@coj.net>; Ola, Ruben <RubenO@coj.net>
Cc: Leslie-Burney, Annette <ABurney@coj.net>; Freeman, Dustin <DustinF@coj.net>; Middleton, Jordyn <JMiddleton@coj.net>
Subject: RE: GGAC Award SC-0222-20 Deferred

Hi Jennifer,

It seems like you guys negotiated the price increase rather than it being based on the CPI. I'm good with that explanation. I don't have any other questions that would hold up my vote on this item. I'll let Procurement decide if you need another memo.

Nikita

Nikita L. Reed, P.E.
(904) 255-8702

From: Malice-Kelly, Jennifer <JMalice@coj.net>
Sent: Monday, August 21, 2023 12:45 PM
To: Reed, Nikita <NReed@coj.net>; Ola, Ruben <RubenO@coj.net>
Cc: Leslie-Burney, Annette <ABurney@coj.net>; Freeman, Dustin <DustinF@coj.net>; Middleton, Jordyn <JMiddleton@coj.net>
Subject: RE: GGAC Award SC-0222-20 Deferred

Hey Nikita, Please see the email response regarding the item increase justification questioned below:

<image002.jpg>

As he mentioned the pricing has increased annually, however he hasn't requested much of an increase in the past renewals.

Do I need to update the memo or can this be included as an additional item on the renewal request packet?

Thank You

Jennifer Malice Kelly
Accounting Manager
City of Jacksonville | Sports & Entertainment
214 North Hogan Street, 4th Floor
Jacksonville, FL 32202
904.255.5426 (o) | 904.300.4865 (c)
JMalice@coj.net
<image001.png>

From: Reed, Nikita NReed@coj.net
Sent: Friday, August 18, 2023 3:25 PM
To: Malice-Kelly, Jennifer JMalice@coj.net; Ola, Ruben RubenO@coj.net
Cc: Leslie-Burney, Annette <ABurney@coj.net>; Freeman, Dustin <DustinF@coj.net>
Subject: RE: GGAC Award SC-0222-20 Deferred

Jennifer and Dustin,

I was looking for something more like what Solid Waste provided. Within the table, what CPI are they using? If we use **All Items** at **3.2%,** I would expect to see New prices at $2.29, $3.87, and $2.58. If you can point me to that number, that would help. If they are not going directly from a CPI and the agency has negotiated this price, then I think the award memo should reflect that.

Thanks,

Nikita

Nikita L. Reed, P.E.
(904) 255-8702

From: Malice-Kelly, Jennifer <JMalice@coj.net>
Sent: Thursday, August 17, 2023 4:58 PM
To: Ola, Ruben <RubenO@coj.net>
Cc: Leslie-Burney, Annette <ABurney@coj.net>; Reed, Nikita <NReed@coj.net>; Freeman, Dustin <DustinF@coj.net>
Subject: RE: GGAC Award SC-0222-20 Deferred

Thank you for sending this over. Apologies on my tardiness to the call, I had 2 other obligations and just couldn't get away in time.

The Supplier advised the increases are based mainly on supply chain availability and material increases from their suppliers. This also included the labor associated with the material supplier, as well as the increase in labor expenses with its own production in line with CPI.

I have also included the pricing list for all years this agreement has been in place to reflect all increases.

Please let me know if anything more is needed.

Thank You

Jennifer Malice Kelly
Accounting Manager
City of Jacksonville | Sports & Entertainment
214 North Hogan Street, 4th Floor
Jacksonville, FL 32202
904.255.5426 (o) | 904.300.4865 (c)
JMalice@coj.net
<image001.png>

From: Ola, Ruben <RubenO@coj.net>
Sent: Thursday, August 17, 2023 3:49 PM
To: Malice-Kelly, Jennifer <JMalice@coj.net>
Cc: Leslie-Burney, Annette <ABurney@coj.net>; Reed, Nikita <NReed@coj.net>; Freeman, Dustin <DustinF@coj.net>
Subject: RE: GGAC Award SC-0222-20 Deferred

Hi Jen,

The award was deferred by the committee and may go next week pending clarification for the increase of CPI basis. See reference Table 1. Consumer Price Index for All Urban Consumers (CPI-U): U. S. city average, by expenditure category - 2023 M07 Results (bls.gov). She wants to know the breakdown and basis of the said line item increases below.

Item 7 Low Tac Vinyl	Current $2.22	New $3.45
Item 19 Install Sq Ft.	Current $3. 75	New $4.00
Item 20 Removal Sr Ft.	Current $2.50	New $2.75

Thanks,

Ruben Ola, Purchasing Analyst
City of Jacksonville
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Phone: 904.255.8823
Fax: 904.255.8837
Email: rubeno@coj.net
<image003.jpg>
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For COJ weekly award intentions: COJ.net - Agendas and Minutes
For bid award information: Procurement Division (coj.net)
For Public Records: COJ Public Records (govqa.us)

From: Malice-Kelly, Jennifer <JMalice@coj.net>
Sent: Thursday, August 17, 2023 1:13 PM
To: Ola, Ruben <RubenO@coj.net>
Cc: Leslie-Burney, Annette <ABurney@coj.net>
Subject: RE: GGAC Award SC-0222-20

Hey sorry was still on with my budget committee hearing. Can I still answer the questions for DME?

Jennifer Malice Kelly
Accounting Manager
City of Jacksonville | Sports & Entertainment
214 North Hogan Street, 4th Floor
Jacksonville, FL 32202
904.255.5426 (o) | 904.300.4865 (c)
JMalice@coj.net
<image001.png>

From: Ola, Ruben <RubenO@coj.net>
Sent: Thursday, August 17, 2023 11:39 AM
To: Malice-Kelly, Jennifer <JMalice@coj.net>
Cc: Leslie-Burney, Annette <ABurney@coj.net>
Subject: GGAC Award SC-0222-20

Hey Jen,

Per our telcon attempt earlier, Nikita/GGAC Committee have question about the new prices based on CPI.. Please call or can clarify later in GGAC meeting.

Thanks,

Ruben Ola, Purchasing Analyst
City of Jacksonville
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Phone: 904.255.8823
Fax: 904.255.8837
Email: rubeno@coj.net
<image003.jpg>
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SUBJECT: PRINTING AND INSTALLATION SERVICES FOR SPECIAL EVENTS

BID #: SC-0222-20 **OPEN DATE: 2019-09-11**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – PERIOD OF SERVICE WILL BE FROM DATE OF AWARD THROUGH SEPTEMBER 30, 2020, WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT, SPORTS & ENTERTAINMENT DIVISION, OFFICE OF SPECIAL EVENTS

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

NUMBER OF BIDS INVITED: 28 **NUMBER RECEIVED:** 6 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the third of four (4) one (1) year renewal options with DME Delivers, LLC d/b/a DME Visual, LLC for PRINTING AND INSTALLATION SERVICES FOR SPECIAL EVENTS. A request of price escalation increase based on CPI for line items #1, 2, 7, 8, 12, 18, 19 and an additional item #20 signage removal for $2.50/square foot. All other terms & conditions will remain the same. Period of service will be from October 1, 2022 through September 30, 2023. The requested total annual expenditure not to exceed $130,000.00. The revised total award expenditure not to exceed $468,051.00.

Funding Sources: 00113.133101.548010/549040/544020. All Activities
00111.133104.548010.000000.00000000.00000.0000000
10302.133101.549006.000000.00000000.00000.0000000
To be executed by purchase order releases POA-0B01905.

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2022. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

Attachments: Recommendation Memo, Vendor Letter, Previous Award

ANALYST: _____ RUBEN OLA

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Daryl T. Joseph, Director, Parks, Recreation and Community Services Department

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 8/25/2022

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 8/29/22

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

SUBJECT: PRINTING AND INSTALLATION SERVICES FOR SPECIAL EVENTS

BID #: SC-0222-20

OPEN DATE: 2019-09-11

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – PERIOD OF SERVICE WILL BE FROM DATE OF AWARD THROUGH SEPTEMBER 30, 2020, WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT, SPORTS & ENTERTAINMENT DIVISION, OFFICE OF SPECIAL EVENTS

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

NUMBER OF BIDS INVITED: 28 **NUMBER RECEIVED:** 6 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the second of four (4) one (1) year renewal options with DME Delivers, LLC d/b/a DME Visual, LLC for PRINTING AND INSTALLATION SERVICES FOR SPECIAL EVENTS. A request of price escalation for Line Item #2, 9-10oz Mesh Banners with Grommets from $2.25 sq. ft. to $2.60 sq. ft. resulting in an increase of $3,500.00. All other items remain the same price and terms & conditions. Total requested annual expenditure not to exceed $115,017.00. The revised total award expenditure not to exceed $338,051.00. Period of service will be from October 1, 2021 through September 30, 2022.

Funding Source: 00113.133101.548010/549040/544020. All Activities
00011.133104.548010.000000.00000000.00000.0000000
10302.133101.549006.000000.00000000.00000.0000000
To be executed by purchase order(s).

Attachments: Recommendation Memo, Vendor Letter, Previous Award

ANALYST: RUBEN OLA

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Brent Fine, Special Events Manager, Sports & Entertainment Division

---

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 7/29/21

OTHER:

ACTION OF AWARDING AUTHORITY DATE

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

SUBJECT: PRINTING AND INSTALLATION SERVICES FOR SPECIAL EVENTS

BID #: SC-0222-20

OPEN DATE: 2019-08-11

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – PERIOD OF SERVICE WILL BE FROM DATE OF AWARD THROUGH SEPTEMBER 30, 2020, WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT, SPORTS & ENTERTAINMENT DIVISION, OFFICE OF SPECIAL EVENTS

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

NUMBER OF BIDS INVITED: 28 NUMBER RECEIVED: 6 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify the period of service from October 1, 2020 to date of award.

Recommend approval to utilize the first of four (4) one (1) year renewal options with DME Delivers, LLC d/b/a DME Visual, LLC for PRINTING AND INSTALLATION SERVICES FOR SPECIAL EVENTS. Total requested annual expenditure not to exceed $111,517.00. Total award expenditure not to exceed $223,034.00. Period of service will be from date of award through September 30, 2021.

Funding Source	00113	133101	549040	000000	00001328	00000
	00113	133101	548010	000000	00001328	00000
	00113	133101	544020	000000	00001328	00000
	10302	133101	549006	000000	00000000	00000

To be executed by Purchase Order(s).

Attachments: Recommendation Memo, Vendor Letter, Previous Award

ANALYST: RUBEN OLA

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Brent Fine, Special Events Manager, Sports & Entertainment Division

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 10/22/2020

OTHER:

ACTION OF AWARDING AUTHORITY DATE 10/22/20

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Brian Hughes
Chief Administrative Officer
For Mayor Nancy Carry
Under Authority of
Executive Order 2019-02

SUBJECT: PRINTING AND INSTALLATION SERVICES FOR SPECIAL EVENTS

BID #: SC-0222-20

OPEN DATE: 2019-09-11

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – PERIOD OF SERVICE WILL BE FROM DATE OF AWARD THROUGH SEPTEMBER 30, 2020, WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT, SPORTS & ENTERTAINMENT DIVISION, OFFICE OF SPECIAL EVENTS

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

NUMBER OF BIDS INVITED: 29 NUMBER RECEIVED: 6 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the lowest responsive, responsible bidder DME Delivers, LLC d/b/a DME Visual, LLC in the amount of $111,517.00 for PRINTING AND INSTALLATION SERVICES FOR SPECIAL EVENTS. Period of service will be from date of award through September 30, 2020, with four (4) one (1) year renewal options.

Funding for this award to be encumbered by SPET01ASE-04801/04938 and PRSE13ISE-04904, to be executed by purchase order(s).

Attachments: Recommendation Memo, Bid Tabulation Sheets, Terms and Conditions, Specifications

ANALYST: _____ RUBEN OLA

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Brent Fine, Special Events Manager, Sports & Entertainment Division

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 10/03/19

OTHER: _____

ACTION OF AWARDING AUTHORITY

APPROVED ✓ DISAPPROVED _____ DATE 10/3/19

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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