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SUBJECT: TEMPORARY TENT STRUCTURE

BID #: SC-0353-22 **OPEN DATE: 2022-04-13**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – PERIOD OF SERVICE WILL BE FROM THE DATE OF AWARD THROUGH SEPTEMBER 30, 2022, WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PARKS, RECREATION AND COMMUNITY SERVICES

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

NUMBER OF BIDS INVITED: 13 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to utilize the second of four (4) one (1) year renewal options with Skyline Tent Company for Temporary Tent Structure. Period of service will be from October 1, 2023 through September 30, 2024. The requested annual expenditure not to exceed $134,350.00. The revised total award expenditure not to exceed $403,050.00.

Funding Source: 00113.133101.549040/544020.000000.00001330.00000.0000000, to be executed by purchase order releases POA-71756-22.

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

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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

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 21, 2023

To: Dustin Freeman, Chief
Procurement Division

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

From: Chandler Fussell, Chief
Sports and Entertainment Division

Subject: FY24 SC-0353-22/POA-71756-22 Temporary Tent Structure by Skyline Tent Company 2nd Renewal Request

The Department of Parks, Recreation and Community Services, Division of Sports & Entertainment respectfully requests the Procurement Division to grant the 2nd award renewal for Skyline Tent Company SC-0353-22/POA-71756-22 for the Temporary Tent Structure.

This award is intended for use from October 1, 2023, through September 30, 2024, with four (3) one (1) year renewal options remaining.

Annual expenditures are not expected to exceed $134,350 with an award amount not expected to exceed $403,050 and items will be procured through Purchase Order releases from the assigned Contract Purchase Agreements POA-71756-22.

Funding Source: 00113.133101.549040/544020.000000.00001330.00000.0000000

Attachments: Supplier Renewal Letter

JMK

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

CHARLOTTESVILLE, VIRGINIA 22902
SKYLINETENTCOMPANY.COM
434.977.8268

Skyline TENT COMPANY

July 17, 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 **SKYLINE TENT COMPANY**, do hereby express our wish to exercise out renewal option of **BID #: SC-0353.22 – TEMPORARY TENT STRUCUTRE**. Under the renewal, I confirm pricing will be kept effective from the date of the award through the end of the renewed term.

Thank you,

Wilson Brown

Chief Financial Officer

Wilson Brown

SUBJECT: TEMPORARY TENT STRUCTURE

BID #: SC-0353-22 **OPEN DATE: 2022-04-13**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – PERIOD OF SERVICE WILL BE FROM THE DATE OF AWARD THROUGH SEPTEMBER 30, 2022, WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PARKS, RECREATION AND COMMUNITY SERVICES

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

NUMBER OF BIDS INVITED: 13 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to utilize the first of four (4) one (1) year renewal options with SKYLINE TENT COMPANY for TEMPORARY TENT STRUCTURE. Period of service will be from October 1, 2022 through September 30, 2023. The requested annual expenditure not to exceed $134,350.00. The revised total award expenditure not to exceed $268,700.00.

Funding Source: 00113.133101.549040/544020.000000.00001330.00000.0000000, to be executed by purchase order releases POA-71756-22.

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: TEMPORARY TENT STRUCTURE

BID #: SC-0353-22 **OPEN DATE: 2022-04-13**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – PERIOD OF SERVICE WILL BE FROM THE DATE OF AWARD THROUGH SEPTEMBER 30, 2022, WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PARKS, RECREATION AND COMMUNITY SERVICES

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

NUMBER OF BIDS INVITED: 13 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the sole responsive, responsible bidder SKYLINE TENT COMPANY in the amount of $134,350.00 for TEMPORARY TENT STRUCTURE. Period of service will be from the date of award through September 30, 2022, with four (4) one (1) year renewal options.

Funding Source: 00113.133101.549040.000000.00001330.00000.0000000, to be executed by purchase order(s).

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

ANALYST: _____ RUBEN OLA

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

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

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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: 4/21/2022

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 4/21/2022

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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