SUBJECT: **SANITARY LANDFILL WATER SAMPLE COLLECTION AND ANALYSIS**

BID# SC-0459-16 OPEN DATE: **2016-04-27**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:

SERVICE CONTRACT- ONE (1) YEAR FROM DATE OF AWARD WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: **SOLID WASTE**

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

NUMBER OF BIDS INVITED **15** NUMBER RECEIVED **6** OTHER **0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to utilize the first renewal option with Advanced Environmental Laboratories, Inc., in the annual expenditure amount of $50,000.00. Period of service will be from June 23, 2017 through June 22, 2018, with three (3) one (1) year renewal options remaining. Total revised award amount not-to-exceed $165,305.00.

This award to be funded by account: PWSW442CA-03109 to be executed by Purchase Order.

Attachments: Recommendation Memo, Vendor Letter, Previous Award(s)

BUYER: Marilyn Laidler
MARILYN LAIDLER

RESPECTFULLY SUBMITTED: Greg Pease
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: **Will Williams, Chief, Solid Waste Division/ Jeff Foster, P.G., PW Environmental Coordinator**

(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 _____

FORM GB-108, Revised 12/2007

City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Solid Waste Division
1031 Superior Street
Jacksonville, FL 32254
(904) 255-7500
www.coj.net

ONE CITY. ONE JACKSONVILLE

TO: **Greg Pease, Chief, Procurement Division**

THRU: **John Pappas, P.E., Director, Department of Public Works**

FROM: **Jeffrey S. Foster, P.G., Public Works Environmental Coordinator**
Will Williams, Chief, Solid Waste Division

DATE: **May 18, 2017**

SUBJECT: **First Renewal Option for SC-0459-16 - Sanitary Landfill Water Sample Collection and Analysis**

As part of our on-going landfill compliance sampling and monitoring, contamination assessment sampling and analysis and other laboratory needs that may arise within the Department of Public Works, and in accordance with the referenced RFP, the Solid Waste Division requests that the contract with Advanced Environmental Laboratories, Inc. (AEL) be extended for the first one (1) year renewal period. Attached please find a letter from AEL indicating their desire to renew the contract with the same terms and conditions and a copy of the award for #SC-0459-16. Based on our historical contract billing, funding should be increased a maximum of $50,000 for a new maximum indebtedness to the City of $165,305.00. Sufficient funding is available in PWSW442CA 03109. This will provide sufficient funding for our needs until the end of the current fiscal year. A Change Order request to the master blanket award would be done after October 1, 2017 to encumber the additional funding that will be needed for FY17-18.

If you have any questions regarding this request, or additional information is needed, please do not hesitate to contact me at this office 904. 255.8702.

JSF/jsf
Attachments

Cc: Ann Brackin, DPW
Nickii Brookins, SWD

Advanced
Environmental Laboratories, Inc.

6681 Southpoint Parkway
Jacksonville, FL 32216
(904) 363-9350
FAX (904) 363-9554

May 2, 2017

Eric B. Fuller
Environmental Programs Manager
City of Jacksonville
214 North Hogan Street, 10th Floor
Jacksonville, Florida 32202
Phone: (904) 255-7513

RE: Contract extension request

Dear Mr. Fuller,

I am writing this letter on behalf of Advanced Environmental Laboratories, Inc. (AEL) to request that you kindly extend our contract for the Sanitary Landfill Water Sample Collection and Analysis for an additional year. This extension shall be on the same terms and conditions as the original Agreement. Please let me know if there is anything else you need from AEL to facilitate this extension.

Sincerely,

Josh Apple
Account Executive
Advanced Environmental Laboratories, Inc.

REVISED AWARD FROM CONTRACT TO PO

SUBJECT: SANITARY LANDFILL WATER SAMPLE COLLECTION AND ANALYSIS

BID #: SC-0459-16 **OPEN DATE: 2016-04-27**

GENERAL GOVERNMENT AWARDS COMMITTEE

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

AGENCY: PUBLIC WORKS

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

NUMBER OF BIDS INVITED: 15 **NUMBER RECEIVED:** 6 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to revise award to Advanced Environmental Laboratories, Inc., dated June 23, 2016 to remove the verbiage **"to be executed by formal contract through the Office of General Counsel"** and replace it with **"to be executed by Purchase Order"**. Award does not require a contract. Total not-to-exceed amount of $115,305.00 will remain unchanged.

Funding for this award to be encumbered by accounts: PWSW442CA-03109, PWSW441DO-03109, PWSW443PCEL-03109 and PWSW443PCNL-03109 to be executed by Purchase Order.

Attachments: Recommendation Memo, Bid Tabulation Sheet, Terms and Conditions, Vendor Licenses and Certifications; Schedule of Services; Rejection Notice

Analyst: CHELSEY RENFROE

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: John Pappas, Director of Public Works

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING ____ DATE: 6/30/16

OTHER: ____

ACTION OF AWARDING AUTHORITY DATE 7/01/16

APPROVED ✓ DISAPPROVED ____

OTHER ____

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of
Executive Order No. 2015 05

SUBJECT: SANITARY LANDFILL WATER SAMPLE COLLECTION AND ANALYSIS

BID #: SC-0459-16 **OPEN DATE: 2016-04-27**

GENERAL GOVERNMENT AWARDS COMMITTEE

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

AGENCY: PUBLIC WORKS

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

NUMBER OF BIDS INVITED: 15 **NUMBER RECEIVED:** 6 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to reject Pace Analytical Services, Inc. for being unresponsive for failure to provide schedule of services as required in the bid specifications.

Recommend approval of award to Advanced Environmental Laboratories, Inc., as the lowest responsive, responsible bidder for the collection and analysis of water samples at the City's active and closed landfills for the Public Works Division. Period of service is one year from date of award with four (4), one (1) year renewal options. Total not-to-exceed amount of $115,305.00. FIRST YEAR

Funding for this award to be encumbered by accounts: PWSW442CA-03109, PWSW441DO-03109, PWSW443PCEL-03109 and PWSW443PCNL-03109 to be executed by formal contract through the Office of General Counsel.

Attachments: Recommendation Memo, Bid Tabulation Sheet, Terms and Conditions, Vendor Licenses and Certifications; Schedule of Services; Rejection Notice

Analyst: CHELSEY RENFROE

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: John Pappas, Director of Public Works

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING ____ DATE: 6/23/16

Teresa R. Eichen

OTHER: ____

ACTION OF AWARDING AUTHORITY DATE 6/23/16

APPROVED ✓ DISAPPROVED ____

OTHER ____

SIGNATURE OF AUTHENTICATION ____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

QWS3270X 6/9/2017 10:36 AM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 06/09/2017
LINK TO: ACCOUNT SUMMARY INQUIRY 10:35 AM

FISCAL MO/YEAR : 08 2017 CURRENCY CODE :
INDEX CODE : PWSW442CA CONTAMINATION ASSESSMENT
SUBOBJECT : 03109 PROFESSIONAL SERVICES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	MAY 2017	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	474,530.88	474,530.88
EXPENDITURES	16,202.05	30,365.88	30,365.88
ENCUMBRANCES	-16,202.05	321,237.46	321,237.46
PRE-ENCUMBRANCES	.00	.00	.00
REMAINING BALANCE	.00	122,927.54	122,927.54

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO
G005 - PRIOR RECORD DISPLAYED

SC-0459-16	Advanced Environmental Laboratories, Inc.	
6/23/2016	$115,305.00	Award
7/1/2016	$0.00	Amended to correct language
Pending	$50,000.00	1st Renewal Option

$165,305.00 Total Award