SUBJECT: **TEMPORARY DAY LABOR SERVICES**

BID# SC-0331-16 OPEN DATE: **2015-11-18**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:

SERVICE CONTRACT- JANUARY 1, 2016 THROUGH SEPTEMBER 30, 2016 WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: **SOLID WASTE**

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

NUMBER OF BIDS INVITED **26** NUMBER RECEIVED **1** OTHER **0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to utilize the First Renewal Option with Rybro Enterprises, Inc. DBA Allegiance Staffing, in the annual expenditure amount of $400,000.00. Total revised estimated expenditure not-to-exceed $729,000.00.
The vendor is reserving the right to request a rate increase when costs for State of Florida workers compensation and State of Florida minimum wage increase in October 2016 and January 2017 respectively.

This award to be funded by account: PWSW441CORC-04938 to be executed by Purchase Order(s).

Attachments: Recommendation Memo, Vendor Letter, Previous Awards

This award subjet to appropriation by the City in the fiscal year beginning October 1, 2016. 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 work herein. A written notification will be provided in the event funds are appropriated.

BUYER: Marilyn Laidler
MARILYN LAIDLER

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: **Will Williams, Chief, Solid Waste Division**

(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

SOLID WASTE DIVISION

Jacksonville
Where Florida Begins.

September 7, 2016

TO: Gregory Pease, Division Chief
Procurement Division

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

FROM: Will Williams, Chief of Solid Waste Division

SUBJECT: Temporary Labor – Rybro Enterprises
SC-0331-16

The Solid Waste Division respectfully requests to exercise the renewal option for BID SC-0331-16 with Rybro Enterprises, Inc. DBA Allegiance Staffing from October 1, 2016 through September 30, 2017. The new not to exceed amount will be $729,000.00. Funding for fiscal year 2016-2017 will be available from PWSW441CORC 04938.

The vendor is reserving the right to request a rate increase when costs for State of Florida workers compensation and State of Florida minimum wage increase in October 2016 and January 2017 respectively. The vendor is in agreement with all other terms and conditions of the contract.

Please advise when this item will be on the Awards agenda so appropriate personnel can be in attendance.

Your assistance in this matter is appreciated. If you have any questions concerning this matter, please do not hesitate to contact me at 255-7512.

Cc: Ernest Dunning
File

1031 Superior Street | Jacksonville, FL 32254 | Phone: 904.255.7500 | Fax: 904.387.8905

3316 Beach Blvd.
Jacksonville, FL 32207
Tel 904.398.2005
Fax 904.398.7357
Web www.allegiancestaffing.com

Allegiance Staffing

09/06/2016
City of Jacksonville
Solid Waste Division
Jacksonville, Fl.

To whom it may concern.
Please accept this letter as an acknowledgement of our intent to renew our contract with the City of Jacksonville's Solid Waste Division. All terms and conditions will remain the same for the period of October 1. 2016 through September 30. 2017 with the following exceptions:

*State of Florida workers comp rates are expected to rise in October 2016 (expected to be 18-20%).

*State of Florida minimum wage may rise on January 1st. 2017. That change is usually announced in early December after the Florida legislature votes the increase into law (if there is one).

*Any changes in the cost of the Affordable Care Act that is mandated by the Federal Government (Usually comes out in early December).

If none of these factors change. our per unit cost will remain the same. After I have the documentation of any State or Federal increase in these charges I will forward it for your review if a request for rate adjustment is necessary.

Sincerely.

Joe Ryan
Owner/ Allegiance Staffing
(904) 962-1215

MEMBER OF
American Staffing Association

Laidler, Marilyn

From: Zelaya, Nicholas
Sent: Thursday, September 08, 2016 9:12 AM
To: Laidler, Marilyn; Leslie-Burney, Annette
Subject: FW: SC-0331-16 Rybro Enterprises

Disregard the last email, Nickii just forwarded to me this email chain where Greg approved this caveat in the memo. See below.

Thanks,
Nick.

From: Brookins, Nickii
Sent: Thursday, September 08, 2016 9:11 AM
To: Zelaya, Nicholas
Subject: FW: SC-0331-16 Rybro Enterprises

~Nickii~
904-255-7504

From: Pearson, Daniel
Sent: Friday, August 12, 2016 2:01 PM
To: Leslie-Burney, Annette
Cc: Bryant Dallas, Sharon; Brookins, Nickii
Subject: RE: SC-0331-16 Rybro Enterprises

Confirming with Greg, we can renew the contract at the current rates with the caveat in the memo that an amendment will be made once the new rates are confirmed.

From: Leslie-Burney, Annette
Sent: Friday, August 12, 2016 11:36 AM
To: Pearson, Daniel
Cc: Bryant Dallas, Sharon; Brookins, Nickii
Subject: FW: SC-0331-16 Rybro Enterprises

Dan, can you provide any guidance on this? Please see below...

ANNETTE L. BURNEY
PURCHASING ANALYST
CITY OF JACKSONVILLE
PROCUREMENT DIVISION
OFFICE: 904-255-8810
FAX: 904-360-8527

From: Brookins, Nickii
Sent: Thursday, August 11, 2016 3:18 PM

To: Leslie-Burney, Annette
Subject: RE: SC-0331-16 Rybro Enterprises

Good Afternoon Ms. Annette,

Were you able to determine the best option for us moving forward with the renewal of the contract with Rybro with the owner's concern's about future price increases?

~Nickii~
904-255-7504

From: Joe Ryan [mailto:jryan@allegiancestaffing.com]
Sent: Wednesday, July 20, 2016 2:00 PM
To: Brookins, Nickii; Leslie-Burney, Annette; Melinda O'Riley; jmryan59@aol.com; Dunning, Ernest
Subject: Re: SC-0331-16 Rybro Enterprises

Nikki and Annette,

Good afternoon and happy Wednesday.
As I mentioned to Nickii yesterday we have been notified by the State of Florida Dept. of Insurance Regulation that the state will increase rates for Florida Workers Comp insurance. That is scheduled to take effect Oct 1, 2016. There is a public meeting in Tallahassee on Aug 16 to decide the exact amount of the increase and to finalize the effective date. They expect the increase to be between 18 and 20%. I will be attending that meeting in an effort to lobby against the increase.

Additionally we usually see increases to minimum wage and ACA (Obama Care) in December that take effect in January.

So I would be comfortable renewing the contract at the current rates as long as I have the ability to request the increases associated with those government regulations as I get the correct numbers In.
(I realize that requesting the increase is not a guarantee that I will receive that increase and that the COJ has the right to rebid the contract if they se fit. It is my responsibility to properly document the increases that I am requesting).

Is my understanding of the contract and the request for increase valid? Or should I be looking at guessing at the increases and build them into my new request prior to the contract renewal.

Thanks,
Joe

From: Brookins, Nickii <NBrookin@coj.net>
Sent: Tuesday, July 19, 2016 4:52:01 PM
To: Leslie-Burney, Annette
Cc: Joe Ryan
Subject: SC-0331-16 Rybro Enterprises

Hi Ms. Annette,

I spoke with Mr. Ryan to see if is in agreement with renewing the contract with us for temp labor. He stated he knows minimum wage is increasing and the rates for worker's comp. is increasing but he doesn't know the

exact amounts. The new rates will not be published until after the current award expires. My goal is to not experience a lapse in coverage if possible. What is the best way to proceed with the renewal option for FY17 given the vendor's unknown increase to expenses? Thanks.

Thanks,

Nickii Brookins
Accounting Manager
Solid Waste Division
1031 Superior Street
Jacksonville, FL 32254
904-255-7504 Office
904-387-8905 Fax
nbrookin@coj.net

SUBJECT: **TEMPORARY DAY LABOR SERVICES**

BID# SC-0331-16 OPEN DATE: **2015-11-18**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:

SERVICE CONTRACT- JANUARY 1, 2016 THROUGH SEPTEMBER 30, 2016 WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: **SOLID WASTE**

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

NUMBER OF BIDS INVITED **26** NUMBER RECEIVED **1** OTHER **0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to increase award to Rybro Enterprises, Inc., DBA Allegiance Staffing, by $60,000.00. Total revised estimated expenditure not-to-exceed $329,000.00.

This award to be funded by account: PWSW441CORC-04938 to be encumbered by Purchase Order(s).

Attachments: Recommendation Memo, Previous Award

BUYER: Marilyn Laidler SIBW MARILYN LAIDLER

RESPECTFULLY SUBMITTED: Greg Pease
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: **Will Williams, Chief, Solid Waste Division**

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 8-18-16

Teresa R. Eichner OTHER:

ACTION OF AWARDING AUTHORITY DATE: 8/18/16

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION Sam E. Mousa

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

FORM GB-108, Revised 12/2007

SUBJECT: **TEMPORARY DAY LABOR SERVICES**

BID# SC-0331-16 OPEN DATE: **2015-11-18**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:

SERVICE CONTRACT - JANUARY 1, 2016 THROUGH SEPTEMBER 30, 2016 WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: **SOLID WASTE**

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

NUMBER OF BIDS INVITED **26** NUMBER RECEIVED **1** OTHER **0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval of award to the lowest responsive, responsible bidder, Rybro Enterprises, Inc. dba Allegiance Staffing to provide temporary day labor for the Solid Waste Division on as needed basis. Period of service is from January 1, 2016 through September 30, 2016. Total not to exceed expenditure in the amount of $269,000.00 (rate of $13.45/hr.).

Funding Source: PWSW441CORC-04938 - To be encumbered by purchase order

Attachments: Recommendation Memo, Tabulation and Terms and Conditions

BUYER: _____ RESPECTFULLY SUBMITTED: _____

ANNETTE BURNEY GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: **Jeff Foster, Chief, Solid Waste Division**

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING _____ DATE: 12/10/15

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE: 12/10/15

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

FORM GB-108, Revised 12/2007

SC-0331-16	Rybro Enterprises, Inc. dba Allegiance Staffing	
12/10/2015	$269,000.00	Award
8/18/2016	$60,000.00	Increase
Pending	$400,000.00	1st Renewal Option

$729,000.00 Total Award

QWS3270X 9/12/2016 9:03 AM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 09/12/2016
LINK TO: ACCOUNT SUMMARY INQUIRY 9:03 AM

FISCAL MO/YEAR : 12 2016 CURRENCY CODE :
INDEX CODE : PWSW441CORC COLLECTION - RESIDENTIAL
SUBOBJECT : 04938 MISCELLANEOUS SERVICES & CHARGES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	SEPT 2016	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	335,349.42	335,349.42
EXPENDITURES	.00	288,150.70	288,150.70
ENCUMBRANCES	.00	45,887.22	45,887.22
PRE-ENCUMBRANCES	.00	.00	.00
REMAINING BALANCE	.00	1,311.50	1,311.50

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