SUBJECT: COUNTYWIDE STREET SWEEPING

BID #: CS-0003-16 **OPEN DATE: 2015-08-26**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: CONSTRUCTION SERVICE – PERIOD OF SERVICE TO BE FROM CONTRACT EXECUTION THRU 9/30/16, WITH TWO (2) TWO (2) YEAR RENEWAL OPTIONS

AGENCY: ROW & GROUNDS

BASIS OF AWARD: TOTAL BASE BID- LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: (4) **NUMBER RECEIVED:** (1) **OTHER:** (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject bid was awarded on 09/10/15 to USA Services of Florida, Inc. (contract #8879-03), in the amount of $372,826.00; and renewed on 07/14/16, in the amount of $373,174.00.

Recommend approval to increase the award with USA Services of Florida, Inc., in the amount of $500,000.00, for the period of service through September 30, 2018. Total revised annual expenditure not-to-exceed $873,174.00. Total revised contract expenditure not-to-exceed $1,246,000.00.

This award to be funded by account: PWGM461SW-03410, to be executed by contract amendment through the Office of General Counsel and processed by individual Purchase Order(s).

Attachments: Recommendation Memo, Contract Terms, Previous Awards

Analyst: _____
CHELSEY FLEMING

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: STEVE D. LONG, JR., P.E., CHIEF, RIGHT OF WAY AND STORMWATER MAINT. 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 _____

City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Right of Way & Stormwater Maintenance Division
609 St. Johns Bluff Road
Jacksonville, FL 32225
(904) 472-2900
www.coj.net

ONE CITY. ONE JACKSONVILLE

September 28, 2017

MEMORANDUM

TO: Greg Pease, Chief,
Procurement Division

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

FROM: Steven D. Long Jr., P.E. Chief
Right of Way and Stormwater Maintenance Division

RE: **RECOMMENDATION TO AMEND CONTRACT # 8879-03**
COUNTYWIDE Street Sweeping
Bid No.: CS-0003-16
Bid Date: August 26, 2015
Current Contract Amount: $746,000.00

The subject contract was awarded to USA Services of Florida, Inc., 448 Spring Hammock Ct., Longwood, Fl. 32750 in the amount of $372,826.00 on October 26, 2015 with an expiration date of September 30, 2016. Since then the contract has been amended one time increasing the total indebtedness to $746,000.00 and extending the service period end date to September 30, 2018. All other provisions, terms, and conditions of the contract remained unchanged. Due to USA Services having a 2 year contractual period, the contract amount will need to be increased. This will allow the Right of Way and Stormwater Maintenance Division to continue utilizing USA Services for Countywide Street Sweeping through fiscal year 2018.

We, therefore, recommend that the subject contract be amended to increase the contract amount by $500,000.00 to a new contract amount of $1,246.000.00 with no change to the expiration date or options to renew. This will be amendment No.2. Work will be issued by individual purchase orders and funding should be encumbered from Right of Way and Stormwater Maintenance Division account PWGM461SW-3410.

If you require any additional information, you may contact Robert Young at 472-2860.

SL: ry

cc Dan Pearson, Procurement
Marilyn Laidler, Procurement
Robert Young, RoWSM
Teresa Otto, RoWSM

8879-03
Amd 1

FIRST AMENDMENT TO CONTRACT
(PAID BY SUBSEQUENT PURCHASE ORDERS)
BETWEEN
THE CITY OF JACKSONVILLE
AND
USA SERVICES OF FLORIDA, INC.
FOR
COUNTYWIDE STREET SWEEPING

THIS FIRST AMENDMENT to Contract for countywide street sweeping (the "Project") is executed as of this 31 day of Aug, 2016, by and between the CITY OF JACKSONVILLE, FLORIDA, a municipal corporation in Duval County, Florida, (hereinafter the AOwner@ or the ACity@), and USA SERVICES OF FLORIDA, INC., a Florida profit corporation with principal address at 448 Spring Hammock Court, Longwood, Florida 32750 (hereinafter the AContractor@).

RECITALS:

WHEREAS, on October 26, 2015, City and Contractor made and entered into City of Jacksonville Contract No. 8879-03 (hereinafter the "Contract") for the Project; and

WHEREAS, said Contract has not been amended previously; and

WHEREAS, said Contract should be amended by increasing the award by $373,174.00 for the period of service from October 1, 2016, through September 30, 2018, to a new total maximum indebtedness not-to-exceed $746,000.00 for the period October 26, 2015, through September 30, 2018, by exercising the first of two (2) two (2) year renewal options so as to extend the period of service to September 30, 2018, subject to earlier termination, with one (1) two (2) year renewal option remaining, and by adding new provisions with respect to public records required by Section 119.0701, Florida Statues, with all other provisions, terms, and conditions remaining unchanged; now therefore

IN CONSIDERATION of said Contract and of other good and valuable consideration acknowledged by the parties to be legally sufficient, the parties agree to amend said Contract as follows:

1. The above-stated recitals are accurate, true, and correct and are incorporated herein and made a part hereof by this reference.

2. Section 2 of said Contract is amended by increasing the award by $373,174.00 for the period of service from October 1, 2016, through September 30, 2018, to a new total maximum indebtedness not-to-exceed $746,000.00 for the period October 26, 2015, through September 30, 2018, and as amended shall read as follows:

> "2. Contractor will, at its own cost and expense, do the work required to be done on said Project and, if asked by the City, furnish the materials required to be furnished on said Project in accordance with plans and specifications prepared by the Right of Way and Stormwater Maintenance Division of the City of Jacksonville Department of Public Works entitled *Specifications for Countywide Street Sweeping*, Bid Number CS-0003-16, Bid Date August 26, 2015, and strictly in accordance with the advertisement calling for bids, plans, specifications, blueprints, addenda, requirements of the City of Jacksonville, proposal of said Contractor, and award therefor (hereinafter collectively the AContract Documents@), now on file in the Office of the Chief of the Procurement Division of the City of Jacksonville, all of which are hereby specifically made a part hereof and incorporated herein by this reference to the same extent as if fully set out herein, for a total amount not-to-exceed SEVEN HUNDRED FORTY-SIX THOUSAND AND 00/100 DOLLARS ($746,000.00) for the Project, at and for the prices and on the terms contained in the Contract Documents; *provided*

however, the above-stated amount will not be encumbered by this Contract. Instead, it will be encumbered in whole or in part by subsequently issued purchase orders. Such purchase orders shall be binding upon the parties hereto and must incorporate the provisions of this Contract. All funds control checking shall be made and performed at the time such purchase orders are issued.

3. Section 4 of said Contract is amended by exercising the first of two (2) two (2) year renewal options so as to extend the period of service to September 30, 2018, subject to earlier termination, with one (1) two (2) year renewal option remaining, and as amended shall read as follows:

"4. The period of service of this Contract will commence on the day and year first above written and continue in full force and effect until September 30, 2018, unless earlier terminated as provided in the Contract Documents."

4. Section 5 of said Contract is amended by exercising the first of two (2) two (2) year renewal options so as to extend the period of service to September 30, 2018, subject to earlier termination, with one (1) two (2) year renewal option remaining, and as amended shall read as follows:

"5. This Contract may be renewed for one (1) period of two (2) years in the sole discretion of the Owner. Such renewal will be on terms and conditions that are mutually acceptable to both parties."

5. Said Contract is amended by adding a new Section 9 to add and incorporate new provisions with respect to public records required by Section 119.0701, Florida Statutes, and shall read as follows:

"9. Public Records

In accordance with Section 119.0701, Florida Statutes, the Contractor shall:

(a) Keep and maintain public records required by City to perform the services; and

(b) Upon request from City's custodian of public records, provide City with a copy of the requested records or allow records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided for in Chapter 119, Florida Statutes, or as otherwise provided by law; and

(c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Contract term and following completion of this Contract if Contractor does not transfer the records to City; and

(d) Upon completion of this Contract, transfer to City at no cost all public records in possession of Contractor or keep and maintain public records required by City to perform the service. If Contractor transfers all public records to City upon completion of this Contract, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion of this Contract, Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to City upon request from City's custodian of public records in a format that is compatible with City's information technology systems.

The above requirements apply to a "Contractor" as defined in Section, 119.0701, Florida Statutes.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CITY'S CUSTODIAN OF PUBLIC RECORDS AT (904) 630-7678; REQUEST@COJ.NET; CITY OF JACKSONVILLE, PUBLIC RECORDS REQUEST, 214 N. HOGAN STREET, SUITE 1180, JACKSONVILLE, FLORIDA 32202."

SAVE AND EXCEPT as expressly amended in and by this instrument, the provisions, terms, and conditions of said Contract shall remain unchanged and shall continue in full force and effect.

[Remainder of page intentionally left blank. Signature page follows immediately.]

IN WITNESS WHEREOF, the parties hereto have duly executed this First Amendment in duplicate the day and year first above written.

ATTEST:

By _____
James R. McCain, Jr.
Corporation Secretary

CITY OF JACKSONVILLE, FLORIDA

By _____
Lenny Curry, Mayor

OWNER

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of
Executive Order No. 2015-5

WITNESS:

_____
Signature

Eric Sidelman
Type/Print Name

Pres.
Title

USA SERVICES OF FLORIDA, INC.

_____
Signature

Michael Latanzo
Type/Print Name

V.P.
Title

CONTRACTOR

Encumbrance, funding information, and approval as to form for internal City use are contained on the following page.

Encumbrance and funding information for internal City use:

Account.....PWGM461SW-03410

Amount.....$373,174.00

TOTAL:.....$746,000.00

This above-stated amount is the maximum fixed monetary amount of the foregoing contract. It shall not be encumbered by the foregoing contract. It shall be encumbered by one (1) or more subsequently issued Purchase Orders that must reference the foregoing Contract. All financial examinations and funds control checking will be made at the time such Purchase Orders are issued.

In accordance with Section 24.103(e) of the Ordinance Code of the City of Jacksonville, I do hereby certify that there is an unexpended, unencumbered, and unimpounded balance in the appropriation sufficient to cover the foregoing agreement; *provided however*, this certification is not nor shall it be interpreted as an encumbrance of funding under this Contract. Actual encumbrances shall be made by subsequent purchase orders, as specified in said Contract.

Director of Finance
City Contract #8879-03, 1st Amendment

Approved as to form:

Office of General Counsel

G:\Govt Operations\JMCain\PW (1900)\Amendments\U.S.A.Services K8879-03#1 CountywideStreetSweeping.PO.080116.doc

SUBJECT: COUNTYWIDE STREET SWEEPING

BID# CS-0003-16 OPEN DATE: 2015-08-26

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:

CONSTRUCTION SERVICE- PERIOD OF SERVICE FROM CONTRACT EXECUTION THROUGH SEPT. 30, 2015, WITH TWO (2) TWO (2) YEAR RENEWAL OPTIONS

AGENCY: ROW & GROUNDS

BASIS OF AWARD: TOTAL BASE BID- LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED 4 NUMBER RECEIVED 1 OTHER 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Subject bid was awarded on 09/10/15 to USA Services of Florida, Inc., (contract #8879-03), in the amount of $372,826.00.

Recommend approval to utilize the First Renewal Option with USA Services of Florida, Inc., in the annual amount of $373,174.00. Total revised estimated expenditure amount not-to-exceed $746,000.00. Period of Service will be from October 1, 2016 through September 30, 2018, with one (1) two (2) year renewal option remaining.

This award to be funded by account: PWGM461SW-03410 to be executed by contract amendment #1 through Office of General Counsel and processed by individual Purchase Order(s).

This award subject 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 the funds are appropriated.

Attachments: Recommendation Memo, Vendor Letter, Contract Terms, Previous Award

BUYER: Marilyn Laidler RESPECTFULLY SUBMITTED:

MARILYN LAIDLER

GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Steve D. Long, Jr., P.E., Chief, Right of Way and Stormwater Maintenance 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: 7-14-16

Jessie R. Eichar

OTHER:

James R. McCain

ACTION OF AWARDING AUTHORITY DATE: 7/14/16

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

FORM GB-108, Revised 12/2007

SUBJECT: COUNTYWIDE STREET SWEEPING

BID# CS-0003-16 OPEN DATE: 2015-08-26

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:

CONSTRUCTION SERVICE- PERIOD OF SERVICE FROM CONTRACT EXECUTION THROUGH SEPT. 30, 2016, WITH TWO (2) TWO (2) YEAR RENEWAL OPTIONS

AGENCY: ROW & GROUNDS

BASIS OF AWARD: TOTAL BASE BID- LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED 4 NUMBER RECEIVED 1 OTHER 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval of award to USA Services of Florida, Inc., as the lowest responsive, responsible bidder in the total base bid amount of $372,826.00. Period of service from contract execution through September 30, 2016, with two (2) two (2) year renewal options.

Funding for this award to be encumbered by account: PWGM461SW- 03410 to be executed by formal contract through Office of General Counsel and processed by individual Purchase Order(s).

Attachments: Recommendation Memo, Bid Tabulation Sheet, Basis of Award, Scope of Work

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2015. 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 the funds are appropriated.

BUYER: Marilyn Laidler
MARILYN LAIDLER

RESPECTFULLY SUBMITTED: Greg Pease
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Steve Long, Jr., P.E., Chief, Right of Way and Stormwater Maintenance 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 _____ DATE: 09/10/15

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE: 9/10/15

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

	USA Services of Florida, Inc.	
CS-0003-16		
9/10/2015	$372,826.00	Award
7/14/2016	$373,174.00	First Renewal
PENDING	$500,000.00	Incease

$1,246,000.00 Total Award