SUBJECT: MULCH AND PLAYGROUND SURFACING FOR PARKS 16/17

BID #: SC-0553-16 **OPEN DATE: 2016-09-22**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2017 WITH THREE (3) 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: 10 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Subject bid was administratively awarded on 09/29/2016 to Cour Valant, LLC., d/b/a First Coast Mulch in the amount of $60,000.00; Increased on 07/06/2017 in the amount of $250,000.00; first renewal option utilized on 09/29/2017 in the amount of $160,000.00.

Recommend approval to increase the award to Cour Valant, LLC., d/b/a First Coast Mulch, in the amount of $75,000.00, for the purchase of additional mulch and playground surfacing through September 30, 2018. The total revised annual expenditure not-to-exceed $235,000.00, for a total award not-to-exceed $545,000.00.

Funding for this award to be encumbered by account RPCM011PG-04603, to be executed by purchase order(s).

Attachments: Recommendation Memo, Bid Tabulation Sheet, Terms and Conditions, Previous Awards

ANALYST: _____ CHELSEY FLEMING

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Keith Meyerl, Chief of Recreation and Community Programming Division

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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 Joseph, Director

Parks, Recreation and Community Services Department
214 N Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 255-7919
www.coj.net

ONE CITY. ONE JACKSONVILLE.

February 28, 2018

MEMORANDUM

TO: Greg Pease, Chief
Procurement Division

02/28/18 16:22:03
Procurement Division

FROM: Keith Meyerl, Chief KAM
Community and Recreational Programming Division

RE: **SC-0553-16 Mulch and Playground Surfacing Award – Increase Recommendation**

The Parks, Recreation and Community Services Department respectfully request an increase to the award, SC-0553-16, for mulch and playground surfacing with Cour Valant d/b/a First Coast Mulch for Parks, Recreation and Community Services Department. The increase will be inn the amount of $75,000.00 for the total annual expenditure not to exceed $235,000.

The annual estimated not-to-exceed amount of $235,000.00, the total not-to-exceed maximum indebtedness will be $545,000.00. The funding source for this increase will be

Parks, Recreation and Community Services Department RPCM011PG 04603 $75,000.00

The funds will be encumbered by individual purchase orders under the master blanket 7A00772.

Your assistance in concurring with this recommendation for the respective award would be appreciated. If you have any questions or need additional information regarding this request, please contact Renée Harriman at 255-8294.

KM/rlh

Attachment: Last Award Copy

cc: Claire Stine, Financial Manager

TITLE:	MULCH AND PLAYGROUND SURFACINGS	FIRST COAST MULCH
BID NO.:	SC-0553-16	
OPEN DATE:	SEPTEMBER 22, 2016 @ 2:00 P.M.	
BUYER:	IVY POSEY, BUYER	
No. Invited: (10)	No. Received (1) No Bids: (0)	
Recorded By:	Bonnie Geddis	

ITEM	MATERIAL	INSTALLATION METHOD	RATE PER CU YD
1A	PLAYGROUND SURFACINGS	BLOWN IN	$ 29.37
1B	PLAY GROUND SURFACINGS	HAND INSTALLATION	$ 29.37
	MULCH		
2A	DOUBLE SHREDDED HARDWOOD - BROWN	BLOWN IN	$ 29.00
2B	DOUBLE SHREDDED HARDWOOD - BROWN	HAND INSTALLATON	$ 29.00
3A	DOUBLE SHREDDED HARDWOOD - RED	BLOWN IN	$ 29.00
3B	DOUBLE SHREDDED HARDWOOD - RED	HAND INSTALLATION	$ 29.00
4A	DOUBLE SHREDDED HARDWOOD - CYPRESS	BLOWN IN	$ 29.00
4B	DOUBLE SHREDDED HARDWOOD - CYPRESS	HAND INSTALLATION	$ 29.00
	DELIVER & DUMP ONLY		
5	PLAYGROUND SURFACING - ENGINEERED WOOD FIBER	DELIVER/ DUMP ONLY	$ 25.50
6	MULCH DOUBLE SHREDDED HARDWOOD - BROWN	DELIVER/DUMP ONLY	$ 17.50
7	MULCH: DOUBLE SHREDDED HARDWOOD - RED	DELIVER/DUMP ONLY	$ 17.50
8	MULCH: DOUBLE SHREDDED HARDWOOD - CYPRESS	DELIVER/DUMP ONLY	$ 17.50
9	PINE NEEDLES (PER BALE)	DELIVER/DUMP ONLY	$ 4.50

TERMS:	N/S
DELIVERY:	5 Bus. Days
CONFLICT OF INTEREST:	Yes
ACKNOWLEDGEMENT OF ADDENDUMS:	N/A

TERMS AND CONDITIONS

1. SCOPE

The City of Jacksonville's Parks, Recreation and Community Services Department is currently accepting bids to obtain a source of supply for the items/services as outlined in the bid documents provided. The purpose of this bid invitation is to obtain information about your firm and its ability to provide these items/services and to obtain pricing commitments for **Mulch and Playground Surfacing** as listed in the bid documents.

2. AWARD

Award will be **ALL OR NONE** to the lowest responsive, responsible bidder. The City reserves the right to reject any or all bids, whichever is in the best interest of the City. **ALL** awards are subject to the availability of funds. Bidders must provide price for all items to be considered for award.

3. TERM OF AGREEMENT

The term of this agreement is one (1) year from date of award with three (3) one (1) year renewal options. Renewal options may be exercised at the discretion of the City based on supplier performance and adherence to the terms and conditions set forth in the bid documents.

4. PRE-BID CONFERENCE

Not Applicable

5. COMPLIANCE WITH SPECIFICATIONS

The bidder, by affixing their signature to the bid form submitted, agrees to provide the items/services in accordance with the bid documents provided. Bid only a single offering for each bid item. Multiple offerings, alternates (unless stated) and or stipulations may be cause for bid rejection. Bid only on forms provided herein unless otherwise stated. Bid submissions shall be in ink or typewritten. All corrections must be initialed.

6. STATE CONTRACTS

The City reserves the right to utilize contracts established by the State of Florida and or other governmental agencies for service(s) covered under this bid. The city reserves the right to cancel this contract in whole or in part for such service(s).

7. QUANTITIES

Quantities indicated reflect the estimated quantities to be purchased throughout the contract period and are subject to fluctuation in accordance with actual requirements. The City reserves the right to add or delete items, or increase the volume of services required, or not to make any purchase against this bid if it so deems necessary at any time during the contract period.

8. PRICES

All unit prices shall include freight, delivery, and handling charges to the delivery location as outlined in the bid documents.

9. ESCALATION / DE-ESCALATION

All pricing submitted shall remain firm for the initial term period. Upon renewal (if applicable), a supplier may submit in writing a request for price escalation/de-escalation for the percentage of change as listed in the Consumer Pricing Index (CPI) and/or documentation notifying of an industry wide increase. The City reserves the right to decline any price increase request.

10. DELIVERY

Various City Park Locations. A packing list shall accompany all shipments, which shall indicate, at a minimum , the following; purchase order number, item number and description, date of shipment, quantity ordered, and shipped, unit price, and unit of measure.

11. PICK UP AND RETURNS

The City reserves the right to return an order in whole or in part if the merchandise is not in compliance with the bid specifications. The City or its agencies will determine compliance with bid specifications. Pick-up and returns will be made within 48 hours of notification at no charge to the City or its agencies.

12. SUPPLIER ACCESSIBILITY

The City or its representative must be able to contact, during normal business hours, by telephone or email any supplier providing goods or services to the City or its agencies. Any supplier accessibility requirements outlined in the specifications supersede this section.

13. REPORTING

The City may request, during the term of this bid, reports including but not limited to; usage, pricing, and delivery. Suppliers will be required to provide reports requested in hard copy and electronic format as required.

14. INVOICING

Invoices will be issued once supplies/services are delivered and/or rendered to the City of Jacksonville or its agencies. At a minimum, invoices must include; purchase order number or contract number, item number and description, date of shipment, quantity ordered and shipped, unit prices, unit of measure, and extended totals. Payment terms are Net 30 days. All original invoices shall be submitted to: City of Jacksonville, General Accounting Division, 117 West Duval Street, Suite 375, Jacksonville, Florida 32202.

15. INSURANCE / INDEMNIFICATION

Each supplier shall maintain, for the entire term of this bid, current insurance coverage as stated in the bid documents. All insurance certificates shall list the City of Jacksonville as an additional insured.

SUBJECT: MULCH AND PLAYGROUND SURFACING FOR PARKS 16/17

BID #: SC-0553-16 **OPEN DATE: 2016-09-22**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2017 WITH THREE (3) 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: 10 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject bid was administratively awarded on 9/29/2016 to Cour Valant, LLC., d/b/a First Coast Mulch in the amount of $60,000.00; Increased on 07/06/17 in the amount of $250,000.00.

Recommend approval to utilize the first renewal option with Cour Valant, LLC., d/b/a First Coast Mulch, period of service will be from October 1, 2017 through September 30, 2018, with two (2) one (1) year renewal options remaining. Total revised estimated annual expenditure in the amount of $160,000.00, for a not-to-exceed expenditure amount of $470,000.00.

This award is to be funded by account(s): RPCM011PG-03410- $60,000.00; PWML011-03410- $100,000.00 to be executed by purchase order(s).

Attachments: Recommendation Memo, Vendor Renewal email, Previous Award(s)

ANALYST: Marilyn Laidler
MARILYN LAIDLER

RESPECTFULLY SUBMITTED:
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Keith Meyerl, Chief of Recreation and Community Programming 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 Ø DATE: 9/28/17

OTHER:

ACTION OF AWARDING AUTHORITY DATE 9/29/17

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: MULCH AND PLAYGROUND SURFACING FOR PARKS 16/17

BID #: SC-0553-1X

OPEN DATE: 2016-09-22

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2017 WITH THREE (3) 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: 10 NUMBER RECEIVED: 1 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject bid was administratively awarded on 9/29/2016 to Cour Valant, LLC., d/b/a First Coast Mulch in the amount of $60,000.00.

Recommend approval to increase the award to Cour Valant, LLC., d/b/a First Coast Mulch, in the amount of $250,000.00, to be utilized by the Mowing and Landscape Division through September 30, 2017. The total revised annual expenditure not-to-exceed $310,000.00.

Funding for this award to be encumbered by account PWML011-03410, to be executed by purchase order(s).

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

ANALYST: CHELSEY FLEMING

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Keith Meyerl, Chief of Recreation and Community Programming Division

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 7-6-17

OTHER:

ACTION OF AWARDING AUTHORITY DATE 7/06/17

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

ADMINISTRATIVE AWARD
BID No.: SC-0553-16

DESCRIPTION OF GOODS/SERVICES: Recommend approval of award to Cour Valant LLC d/b/a/ First Coast Mulch, for mulch and playground surfacing. Period of service is October 1, 2016 thru September 30, 2017 with three (3) one (1) year renewal options, as a Master Blanket. Total annual not to exceed Award amount is $60,000.00.

Funding for this award will be encumbered by account #: RPCM011PG 03410

FOR AGENCY/DEPARTMENT: Recreation and Community Services Division

REQUISITION NUMBERS: N/A

NUMBER FIRMS SOLICITED: 10 **NUMBER FIRMS BIDDING:** 1

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION: N/A

RECOMMEND AWARD TO: Cour Valant LLC d/b/a/ First Coast Mulch

CONCURRENCE BY: Keith Meyerl, Chief, Recreation and Community Programming Div.

PRICE: $60,000.00 **TERMS:** NET 30

REASON FOR NOT ACCEPTING LOW BID: N/A

Buyer
9/29/2016
Date

Sharon Bryant-Davlas
Asst. Manager of Purchasing Services
9-29-2016
Date

APPROVAL:

Gregory Pease, Chief, Procurement Division Date 9/29/16

COUR VALANT DBA
FIRST COAST
MULCH

SC-0553-16		
9/29/2016	$60,000.00	Award
7/6/2017	$250,000.00	Increase
9/29/2017	$160,000.00	1st Renewal Option
PENDING	$75,000.00	Increase #2

$545,000.00 Total Award