SUBJECT: **FIRE EXTINGUISHER INSPECTION & MAINTENANCE**

BID #: SC-0476-17 OPEN DATE: **2017-05-24**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – ONE (1) YEAR FROM AUGUST 1, 2017 WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUBLIC BUILDINGS DIVISION

BASIS OF AWARD: LOWEST RESPONSIVE, RESPONSIBLE BIDDER- ALL OR NONE, TOTAL OF ALL GROUPS

NUMBER OF BIDS INVITED: 11 NUMBER RECEIVED: 10 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject bid was administratively awarded on 06/26/17 to Cintas Corporation No. 2, in the amount of $48,490.00; Increased on 06/7/18 in the amount of $15,000.00; 1st Renewal option was awarded on 06/21/18 in the amount of $70,000.00.

Recommend approval of award to utilize the second renewal option with Cintas Corporation No. 2. Period of Service will be from August 1, 2019 through July 31, 2020, with two (2) one (1) year renewal options remaining. Total annual estimated expenditure amount will be $60,000.00, for a revised total award amount not-to-exceed $193,490.00

The funding will be encumbered by individual releases against the master blanket, dependent on funding, the appropriate account and fiscal year.

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

BUYER: Marilyn Laidler
MARILYN LAIDLER

RESPECTFULLY SUBMITTED
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: **Roy Birbal, Chief, Public Buildings 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
Public Buildings Division
555 W. 44th Street
Jacksonville, FL 32208
(904) 255-4343
www.coj.net

ONE CITY. ONE JACKSONVILLE.

May 20, 2019

MEMORANDUM

TO: Gregory W. Pease, Chief Procurement Division

THRU: John P. Pappas, P.E., Director

FROM: Roy Birbal, Chief

SUBJECT: SC-0476-17 – CINTAS CORPORATION NO. 2 - REQUEST FOR 2ND RENEWAL

The Public Buildings Division recommends approval to utilize the second of four 1-year renewal options with Cintas Corporation No. 2 to continue providing Fire Extinguisher Inspection and Maintenance for the period 08/01/2019 through 07/31/2020.

The estimated annual expenditure will be $60,000.00, with a revised not to exceed expenditure of 193,490.00.

The funding will be encumbered by individual releases against the master blanket, dependent on funding, the appropriate account and fiscal year.

Your assistance in concurring with this recommendation would be appreciated. If you have questions or need additional information regarding this request, please contact David Smith 255-4342.

Attachments: Copy of Insurance Certificate
Vendor's Agreement Letter
Vendor's Current Business License
Vendor's Fire Equipment Dealer License
Last Award Copy

cc: Ann Brackin, Public Works Contracts & Finance Manager
Marilyn Laidler, Purchasing Analyst
David Smith, Contract Administration Coordinator

ah

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY) 06/12/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Aon Risk Services Northeast, Inc.
c/o Aon Client Services
4 Overlook Point
Lincolnshire IL 60069 USA

CONTACT NAME:
PHONE (A/C No. Ext): (866) 281-7122 FAX (A/C No.): (800) 363-0105
E-MAIL ADDRESS:

INSURED
Cintas Corporation and its Subsidiaries
6800 Cintas Blvd
PO Box 625737
Cincinnati OH 45262 USA

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A:	The Travelers Indemnity Co of CT	25682
INSURER B:	Travelers Property Cas Co of America	25674
INSURER C:	Westchester Fire Insurance Company	10030
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES CERTIFICATE NUMBER: 570071712041 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR X Contractual Liability GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT X LOC OTHER:			HC2EGLSA472M4731TCT18	07/01/2018	07/01/2019	EACH OCCURRENCE	$2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$1,000,000
							MED EXP (Any one person)	$5,000
							PERSONAL & ADV INJURY	$1,000,000
							GENERAL AGGREGATE	$2,000,000
							PRODUCTS - COMP/OP AGG	$1,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY X Comp/Coll $1,000			HC2E-CAP-472M4691-TCT-18 AOS	07/01/2018	07/01/2019	COMBINED SINGLE LIMIT (Ea accident)	$5,000,000
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
C	X UMBRELLA LIAB / X OCCUR EXCESS LIAB / CLAIMS-MADE DED X RETENTION $10,000			G22035277013	07/01/2018	07/01/2019	EACH OCCURRENCE	$5,000,000
							AGGREGATE	$5,000,000
B B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N: N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	HC2JUB472M470618 WC-AOS HRJUB472M469918 WC - MA, WI	07/01/2018 07/01/2018	07/01/2019 07/01/2019	X PER STATUTE / OTH-ER	
							E.L. EACH ACCIDENT	$1,000,000
							E.L. DISEASE-EA EMPLOYEE	$1,000,000
							E.L. DISEASE-POLICY LIMIT	$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Cintas Corporation #2 and Cintas Fire Protection located at 7251 Salisbury Road, #1, Jacksonville, FL 32256 are included as a Named Insured.

CERTIFICATE HOLDER

City of Jacksonville
555 West 44th Street
Jacksonville FL 32208 USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Aon Risk Services Northeast Inc.

Holder Identifier : F01

Certificate No : 570071712041

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Memo:

To: David Smith, Contract Administration Coordinator

From: Chad Johnson, General Manager

Subject: Bid SC-0476-17, second of four 1-year renewal options from 8/1/2019 – 7/31/2020

Date: 5/15/2019

This memo is to indicate our desire to renew Bid SC-0476-17 for the second of four 1- year renewals from 8/1/2019 – 7/31/2020 under the same Terms and Conditions as in the Bid.

1. A Current Certificate of Insurance document (attached) similar to what was utilized for the first year of this agreement.
2. A Current Business License (attached).
3. A Current Fire Equipment Dealer License (attached).

Chad Johnson | General Manager
Cintas Corporation
Office 904.562.7000 | Cell 937.572.1794
Fax 844.634.7306
7251 Salisbury Road, Suite 1
Jacksonville, FL 32256
Johnsonc3@cintas.com

2018-2019 BUSINESS TAX RECEIPT
DUVAL COUNTY TAX COLLECTOR

231 E. FORSYTH STREET, SUITE130, JACKSONVILLE, FL 32202-3370
Phone: (904) 630-1916, option 3, Fax: (904) 630-1432
Website: www.coj.net/tc, Email: taxcollector@coj.net

Note – A penalty is imposed for failure to keep this receipt exhibited conspicuously at your place of business. This business tax receipt is furnished pursuant to Municipal Ordinance Code, Chapters 770-772, for the period October 1, 2018 through September 30, 2019.

FOLEY, JOSEPH
CINTAS FIRE PROTECTION
7251 SALIBURY RD
STE 1
JACKSONVILLE, FL 32256

ACCOUNT NUMBER: 147681
LOCATION ADDRESS: 7251 SALISBURY RD STE 1
JACKSONVILLE, FL 32256

DESCRIPTION: QUALIFYING AGENT, CONTRACTORS

STATE LICENSE NO.: 9945000022007

COUNTY RECEIPT DESC: QUALIFYING AGENT, CONTRACTORS
MUNICIPAL RECEIPT DESC: MC 772.325

COUNTY TAX:	0.00
MUNICIPAL TAX:	100.00
TOTAL TAX PAID:	100.00

VALID UNTIL September 30, 2019

ATTENTION

THIS RECEIPT IS FOR BUSINESS TAX RECEIPT ONLY.
CERTAIN BUSINESSES MAY REQUIRE ADDITIONAL STATE LICENSING.

This is a business tax receipt only. It does not permit the receipt holder to violate any existing regulatory or zoning laws of the County or City. It does not exempt the receipt holder from any other license or permit required by law. This is not a certification of the receipt holder's qualifications.

Sherry L Hall

DUVAL COUNTY TAX COLLECTOR
THIS BECOMES A RECEIPT AFTER VALIDATION.
PAID-5504963.0001-0001 WEB 08/10/2018 100.00

Jimmy Patronis
CHIEF FINANCIAL OFFICER

Julius Halas
DIVISION DIRECTOR

Casin Sinco
BUREAU CHIEF

Keith McCarthy
SAFETY PROGRAM MANAGER

FLORIDA DEPARTMENT OF FINANCIAL SERVICES
DIVISION OF STATE FIRE MARSHAL
200 East Gaines Street - Tallahassee, Florida 32399-0342
Tel. 850-413-3644 Fax. 850-410-2467

FIRE EQUIPMENT DEALER LICENSE
OFFICIAL COPY

THIS CERTIFIES THAT: Cintas Fire Protection
7251 Salisbury Road Suite 1
Jacksonville FL 32256

QUALIFIER: Joseph J. Foley

Has Complied with Florida statutes and has qualified for the type and class shown here on to service, repair, install or inspect all types Pre-Engineered Fire Extinguishing Systems.

Issue Date:	01/01/2018
Type:	07
Class:	04
County:	Duval
License/Permit #:	984523-0001-2007
Expiration Date:	12/31/2019

Jimmy Patronis

Chief Financial Officer

SUBJECT: **FIRE EXTINGUISHER INSPECTION & MAINTENANCE**

BID #: SC-0476-17

OPEN DATE: **2017-05-24**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – ONE (1) YEAR FROM AUGUST 1, 2017 WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUBLIC BUILDINGS DIVISION

BASIS OF AWARD: LOWEST RESPONSIVE, RESPONSIBLE BIDDER- ALL OR NONE, TOTAL OF ALL GROUPS

NUMBER OF BIDS INVITED: 11 NUMBER RECEIVED: 10 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject bid was administratively awarded on 06/26/17 to Cintas Corporation No. 2, in the amount of $48,490.00; Increased on 06/7/18 in the amount of $15,000.00.

Recommend approval of award to utilize the first renewal option with Cintas Corporation No. 2. Period of Service will be from August 1, 2018 through July 31, 2019, with three (3) one (1) year renewal options remaining. Total annual estimated expenditure amount will be $70,000.00, for a revised total award amount not-to-exceed $133,490.00.

The funding will be encumbered by individual releases against the master blanket, dependent on funding, the appropriate account and fiscal year.

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

BUYER: MARILYN LAIDLER

RESPECTFULLY SUBMITTED

GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: **Roy Birbal, Chief, Public Buildings Division**

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 6/21/18

OTHER:

ACTION OF AWARDING AUTHORITY DATE 6/21/18

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-0476-17

DESCRIPTION OF GOODS/SERVICES:
Recommend approval to amend and increase the award to Cintas Corporation No. 2 by adding $15,000.00 for unanticipated services of Fire Extinguisher Inspection and Maintenance Services through the end of the current contract year ending July 31, 2018. The revised annual expenditures amount not to exceed $63,490.00.

FUNDING SOURCE: PWPB5A1MAPR-03410/4603 - $15,000.00
To be executed by purchase order.

FOR AGENCY/DEPARTMENT: Public Works/Public Buildings

REQUISITION NUMBERS: N/A

NUMBER FIRMS SOLICITED: 11 **NUMBER FIRMS BIDDING:** 10

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

RECOMMEND AWARD TO: Cintas Corporation No. 2

CONCURRENCE BY: Roy Birbal, CFM, Chief, Public Buildings

PRICE: $63,490.00 **TERMS:** Net 30

REASON FOR NOT ACCEPTING LOW BID: N/A

Buyer

6/5/2018
Date

Manager of Purchasing Svcs, Asst.

6/6/2018
Date

APPROVAL:

Gregory Pease, Chief, Procurement Division Date 6/7/18

ADMINISTRATIVE AWARD
BID No.: SC-0475-17

DESCRIPTION OF GOODS/SERVICES: Recommend approval to reject R&R Fire and Safety for not using the corrected bid form issued in Addendum one (1) and Pye-Barker Fire & Safety, LLC for not possessing both Type 7, Class 1 and Type 7, Class 4 licenses as required in the bid specifications. Recommend approval of award to the lowest responsive, responsible bidder, Cintas Corporation No. 2 for Fire Extinguisher Inspection and Maintenance Services. Period of service is for one (1) year from date of award with four (4) one (1) year renewal options. Total estimated expenditure in the amount of $48,490.00.

FUNDING SOURCE: Funding for this award to be encumbered by account PWPBSA1MAPR-03410/04603, to be executed by Purchase Orders.

FOR AGENCY/DEPARTMENT: Public Buildings

REQUISITION NUMBERS: N/A

NUMBER FIRMS SOLICITED: 11 NUMBER FIRMS BIDDING: 10

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

RECOMMEND AWARD TO: Cintas Corporation No. 2

CONCURRENCE BY: John Pappas, P.E., Director, Department of Public Works

PRICE: $48,490.00 TERMS: NET 30 DAYS

REASON FOR NOT ACCEPTING LOW BID: N/A

Analyst

6/21/17
Date

Assistant Manager of Purchasing Services

6/23/2017
Date

APPROVAL:

Gregory Pease, Chief, Procurement Division

6/26/17
Date