SUBJECT: MULCH AND PLAYGROUND SURFACING FOR PARKS 16/17

BID #: SC-0553-17 **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

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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.

June 20, 2017

MEMORANDUM

TO: Greg Pease, Chief
Procurement Division

FROM: Keith Meyerl, Chief
Community and Recreational Programming Division

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

The Parks, Recreation and Community Department respectfully request approval to increase the annual amount by $250,000.00 to be utilized by Public Works Mowing and Landscape Division.

The annual estimated expenditure is not to exceed $310,000.00, the total estimated expenditure is not to exceed $310,000.00, funding source for increased amount of $250,000.00 will be PWML011 03410.

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: Email from Public Works
Current Award Copy

cc: Claire Stine, Financial Manager
Chelsey Fleming, Purchasing Analyst

Harriman, Rene'e

From: Tyson, Johnnie
Sent: Tuesday, June 20, 2017 12:49 PM
To: Harriman, Rene'e
Cc: Miller, Judson
Subject: Increase Request under Bid No. SC-0553-16 for Mulch and Playground Surfacing - Piggyback

Good afternoon Rene'e,

As I mention to you during our telcon on June 14th, PWML would like to request your approval to utilize and increase the upset limit of subject bid for Mulch/Playground Surfacing by $250K. The funding for these services will be provided via account PWML011-03410.

Thanks again for your assistance and please let me know what information we can prepare and/or provide to make this happen.

John Tyson
Contract Administration Coordinator
City of Jacksonville I Mowing & Landscape Maintenance Division
609 St. Johns Bluff Road, N.
Jacksonville, FL 32225
Office No. (904) 255-4303
Email: jtyson@coj.net

CITY OF JACKSONVILLE
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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.

BID SPECIFICATIONS:
Mulch and Playground Surfacing

1) **MATERIAL SPECIFICATIONS**
   a) **Playground Surfacing**
      i) All Wood (carpet) or Rubber (shredded tire) playground mulch supplied, delivered, and installed is to be certified in accordance with the International Play Equipment Manufacturers Association (IPEMA).
         (1) **Engineered Wood Fiber**
            (a) All Wood Playground Mulch must comply with ASTM F2075-04 sections 4.4 and 4.6, and ASTM F1292-09
            (b) Material used to manufacture wood fiber playground surfacing shall consist of virgin North American hardwoods such as Oak, Maple, Ash, Poplar, Hickory, Beech, Birch, Eucalyptus and Locust.
            (c) All woods will contain less than five percent (5%) bark, leaves, twigs and other foreign material that hastens decomposition.
            (d) Wood Fiber is to be natural in color; free from any metals, chemicals, dyes, or other contaminates; and be cut in a manner as to minimize/eliminate splintering.
            (e) Ninety-eight percent (98%) of playground wood fiber surfacing dimensions shall not exceed 4.00 centimeters in length, 1.30 centimeters in width and 3.25 centimeters in depth.
            (f) When tested in accordance with suggested test method in ASTM-F-355 Procedure C: A surface should not impact a peak acceleration in excess of 200 G's to an instrumented ANSI headform dropped on a surface from the maximum fall height as delineated in the standard specification for impact Attenuation of Surface Systems Under and Around Equipment Designated F1292-91.
            (g) Moisture absorption of playground wood fiber surfacing shall be no greater than one hundred fifty percent (150%) BY WEIGHT.
   b) **Landscape Mulch**
      i) **Mulch Consistency:**
         (1) Preferable one hundred percent (100%), double-shredded hardwood derived from disease-free deciduous trees.
         (2) In no case shall more than thirty percent (30%) of a hardwood mulch mixture be from softwood evergreen tree (i.e. Pinus genera). The remaining seventy percent (70%) shall be hardwood from deisease-ree, deciduous trees.
         (3) Mulch must not contain processed wood products, pallets or recycled wood debris and be free from contaminants such as storm debris, wood products, or other non-organic materials to include but not limited to the following:
            (a) Leaves, limbs, roots, soil, stumps, wood pallets, wood chips, sawdust, grass, weeds, yard trimmings, paper, etc.
            (b) Plastic, glass, metal, rock, brick, cement, asphalt, or any other foreign non-wood materials
            (c) Free from toxic levels of acidity and alkalinity and any chemicals that are harmful to plants or humans.

(4) Colorized mulch shall be from "virgin shredded wood".
(5) Hardwood mulch shall complete adequate composting cycles of 140 degrees F so that all viable weed seeds are destroyed and no further decomposition due to nitrification will occur.

ii) **Particle Size:** Shredded hardwood mulch shall be minimally double-shredded to yield:
   (a) Particle size of less than one-half inch (1/2") in diameter, and between one inch to three inches (1-3") in length, with less than one percent (1%), by volume, larger than four inches (4").
   (b) Minimal thickness shall be one-eight inch (1/8") and meet all requirements in (3.a.i) above.
   (c) Ninety-five percent (95%) by volume shall conform to the above size standards
   (d) **Color Options**: Brown, Red or Cypress

SPECIAL INSTRUCTIONS: Bidders shall provide mulch and playground resurfacing in accordance with the following:

c) All blown in mulch, pine bark nuggets, and blown in playground surface material must be done solely by the Supplier holding this contract without the use of any subcontractor to do the blow in work.
d) The Supplier shall furnish in-place, distributed mulch, pine bark nuggets, and/or playground surfacing as directed in planted areas and/or playground areas at various locations within Duval County, Florida.
e) Total quantities needed under this contract are undetermined. Bid prices will establish a unit cost for materials and/or labor to be supplied. The City reserves the right to allow other Agencies to utilize the bid items under this contract upon written agreement from the Supplier.
f) Installation
   i) Mulch, pine bark nuggets, and/or playground surfacing shall be raked as necessary to make a uniform thickness and level.
   ii) Playground surfacing material shall be distributed in the entire area and under playground equipment.
   iii) Over-blowing or spillage of mulch or surface material outside the plant and/or playground areas shall be broomed, raked or blown into planters and/or playground area from grassed and/or paved areas to present a neat and finished appearance.
   iv) Mulch shall be shaken off of plants to the ground.
   v) Plant areas shall be blown or hand placed and shall not contain large chunks (greater than 4 inches in size) of wood.
   vi) Mulching application shall attain or re-establish mulch beds to a minimum of a 3-inch non-compacted thickness.
   vii) Pine needle mulching must be bundled bales producing an approximate coverage of 45 square feet with a minimum thickness of 3- inches of fluffed material of clean needles, free of debris per bale.
   viii) Inspect and remove any foreign debris from playground area prior to placing new materials.

g) All delivery trucks may be measured and their volume certified with City inspectors present before any deliveries are made.
h) Bidders must have a minimum of two (2) years of experience blowing in mulching material, and they must own or possess a long term lease on the blow in trucks.
i) Bidders shall furnish references from three (3) clients who have had 100 cubic yards or more of mulch blown in on their sites.
j) Deliveries of mulching materials must be made within one week from the time of the request to do the work.
k) Deliveries will be accepted daily between 7:00 a.m. and 3:00 p.m., but not on Saturday, Sunday or holidays except by special arrangements or as written on the purchase order.
l) The vendor shall be responsible for any damage to the COJ property by his trucks, his delivery person, or by spillage.

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

Amy Posey
Buyer
9/29/2016
Date

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

APPROVAL:

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

QWS3270X 6/28/2017 9:59 AM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 06/28/2017
LINK TO: ACCOUNT SUMMARY INQUIRY 9:59 AM

FISCAL MO/YEAR : 09 2017 CURRENCY CODE :
INDEX CODE : PWML011 MOWING AND LANDSCAPE MAINTENANCE
SUBOBJECT : 03410 CONTRACTUAL SERVICES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	JUNE 2017	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	2,922,296.12	2,922,296.12
EXPENDITURES	222,403.13	1,333,716.84	1,333,716.84
ENCUMBRANCES	-39,574.13	1,474,733.21	1,474,733.21
PRE-ENCUMBRANCES	48,401.00	48,401.00	48,401.00
REMAINING BALANCE	-231,230.00	65,445.07	65,445.07

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

G014 - RECORD FOUND