SUBJECT: HARDSCAPE MAINTENANCE AND CONSTRUCTION – JSEB SET-ASIDE

BID #: JCS-0003-15 **OPEN DATE: 2016-07-15**

GENERAL GOVERNMENT AWARDS COMMITTEE

JSEB SET-ASIDE CONSTRUCTION SUPPLY- CONTRACT DATE THROUGH 09/30/15, WITH FOUR (4) ONE (1) YR RENEWAL OPTIONS

AGENCY: ROW & GROUNDS

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

NUMBER OF BIDS INVITED: 6 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Subject bid was approved on 10/17/14 to United Service Connection, Inc., (contract #8877-16) in the amount of $686,525.00; First renewal option utilized on 07/30/15 in the amount of $686,525.00; Second renewal option utilized on 07/22/16 in the amount of $226,950.00.

Recommend approval to exercise the third renewal option with United Service Connection, Inc., in the annual amount of $686,525.00. Total revised estimated expenditure amount not-to-exceed $2,286,525.00. Period of service will be from October 1, 2017 through September 30, 2018, with one (1) one (1) year renewal option remaining.

This award to be funded by account: PWCP327VP519-06505-PW0360-01, PWCP32ERD549-06905-PW0360-01, and PWSD116SPPR-06505-PW0360-01 to be executed by contract amendment #3 through Office of General Counsel and processed by individual Purchase Order(s).

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2017. 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 the work herein. A written notification will be provided in the event the funds are appropriated.

Attachments: Recommendation Memo; Vendor Letter; Contract Terms; Previous Awards

Analyst: _____ STEVEN BURAKOWSKI

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: STEVEN 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 _____

ONE CITY. ONE JACKSONVILLE.

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

July 26, 2017

MEMORANDUM

TO: Greg Pease, Chief,
Procurement Division

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

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

RE: **Contract Renewal for Contract # 8877-16**
Hardscape Maintenance and Construction
BID No.: JCS-0003-15
Received Date: November 18, 2014
Current Contract Amount: $1,600,000.00

The Department of Public Works has received a request from United Service Connection, Inc., 8638 Philips Highway, Suite #7, Jacksonville, Fl. 32256 to exercise the third, one year renewal option allowed under Section 3, Paragraph F of the contract specifications.

Accordingly, we therefore recommend approval of the renewal option requested by United Service Connection, Inc. for an additional one year period from October 1, 2017 through September 30, 2018 in the amount of $686,525.00. The revised contract amount will be $2,286,525.00. Work will continue to be performed under purchase orders issued during the fiscal year and funding should be encumbered from Right of Way and Stormwater Maintenance accounts PWCP327VP519- 06505- PW0360-01, PWCP32ERD549-069505-PW0360-01, and PWSD116SPPR-06505-PW0360-01. This award is subject to appropriation by the City in the fiscal year beginning October 1, 2017.

Attached please find a copy of the contract renewal letter from the Contractor, the City of Jacksonville renewal email request and paragraph F of the Bid Proposal.

If you require any additional information, you may contact Robert Young at 255-4294.

SL: ry

cc: Dan Pearson, Procurement
Chelsey Fleming, Procurement
Robert Young, RoWSM
Teresa Otto, RoWSM

United Service Connection, Inc.

July 10, 2017

Steve Long, Chief
Right of Way and Stormwater Maintenance
609 St. Johns Bluff Road North
Jacksonville, Florida 32225

RE: Hardscape Maintenance and Construction- JCS-0003-15

Dear Mr. Long:

In accordance with Section 3, Paragraph F of our City Proposal documents for the above referenced project, this letter serves as notification that we wish to renew this contract for an additional term with no price increase.

Regards,

Jennifer S. Setzer
President

12058 San Jose Blvd., Suite 601 • Jacksonville, FL 32223
phone 904.838.1015 • fax 904.212.0662 • unitedservconn@comcast.net • CUC1224577 CGC1517026

B. **BASIS OF AWARD**

The project may be awarded to the lowest responsive, responsible Bidder for the Total Base Bid contingent on the availability of funds within the project's approved budget. The City has the right to reject any or all bids if it is in the best interest of the City.

C. **REVISIONS OF BID PROPOSAL FORM**

Request for revision of the Bid Proposal Form must be made to the ENGINEER at least ten (10) days prior to date of opening of Bids. Revision of the Bid Proposal by the Bidder will void the Bid.

D. **CONTRACT EXPIRATION DATE**

The Contract expiration date shall be established as follows:

The notice to proceed date plus ten (10) calendar days for mobilization, plus the construction time established in the Proposal, plus time extensions pursuant to valid change orders (which shall establish the construction completion date), plus 120 days to assure a contract exists beyond the scheduled construction completion date in order to comply with Executive Order Number 2013-05.

E. **BID CHANGES**

No changes in the amount of Bids appearing on the outside of Bids will be considered. Only the amounts shown on bidding documents inside the envelope will be considered. All changes, corrections and erasures must be initialed by the person signing the bid.

F. **CONSTRUCTION COMPLETION**

The intent of this contract is for the Contractor to provide maintenance and construction services during the period of fiscal year 2015(Contract Date - September 30, 2015). The Contractor shall begin work within ten (10) calendar days, including Sundays and holidays, after issuance of a Blanket Order or Purchase Order from the City to begin work. No Blanket Orders or Purchase Orders will be issued under this Contract after September 30, 2015. The active Contract will expire 120 days thereafter. All work started under a Blanket Order or Purchase Order shall be completed by the expiration date. By mutual agreement of both parties, provided funds are available, the Contract may be extended four (4) times for a period of one (1) year each. Each extension amendment of the contract will be amended prior to September 30th of the current contract fiscal year with no adjustment of the unit prices allowed; unit prices will remain unchanged throughout the term(s) of the Contract.

G. **SUBMITTAL STATEMENT**

The undersigned Bidder certifies that this proposal is made in good faith, without collusion or connection with any other entity bidding on this work.

OFFICE OF GENERAL COUNSEL
117 W. DUVAL ST., SUITE 480
JACKSONVILLE, FLORIDA 32202
PHONE: (904) 630-1700

REF. NO. 150059

AMENDMENT NO. 2

MEMORANDUM

DATE: September 23, 2016

TO: Accounting Division

FROM: Ivy L Dwyer-Frazee

RE: **CONTRACT #8877-16; AMD #2: UNITED SERVICE CONNECTION, INC: FIRST AMENDMENT TO CONTRACT (PAID BY SUBSEQUENT PURCHASE ORDERS) FOR HARDSCAPE MAINTENANCE AND CONSTRUCTION**

Attached are two (2) originals of the above referenced contract(s). Please certify that funds have been appropriated to cover the foregoing contract(s) and return to this office.

Thank you.

ACCOUNT NO: _____

To be paid by PO.

9/28/16

Contact Person: L. Lawrence/T. Otto
Public Works

1940.16-1

JCS-0003-15

gmc

SUBJECT: **HARDSCAPE MAINTENANCE AND CONSTRUCTION- JSEB SET-ASIDE**

BID# JCS-0003-15 OPEN DATE: **2014-09-03**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:

JSEB SET-ASIDE CONSTRUCTION SUPPLY- CONTRACT DATE THROUGH 09/30/15, WITH FOUR (4) ONE (1) YR RENEWAL OPTIONS

AGENCY: **ROW & GROUNDS**

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

NUMBER OF BIDS INVITED **6** NUMBER RECEIVED **2** OTHER **0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Subject bid was approved on 10/17/14 to United Service Connection, Inc., (contract #8877-16) in the amount of $686,525.00; First Renewal option utilized on 07/30/15 in the amount of $686,525.00.

Recommend approval to utilize the Second Renewal Option with United Service Connection, Inc., in the annual amount of $226,950.00. Total revised estimated expenditure amount not-to-exceed $1,600,000.00. Period of Service will be from October 1, 2016 through September 30, 2017, with two (2) one (1) year renewal options remaining.

This award to be funded by account: PWCP327VP519-06505-PW0360-01 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 Ladler MARILYN LADLER RESPECTFULLY SUBMITTED: Greg Pease GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: **Steve D. Long, Jr., P.E., Chief, Right of Way and Stormwater Maintenance Division**

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 7-21-16

Teresa R. Eikner OTHER:

James R. McCain

ACTION OF AWARDING AUTHORITY DATE: 7/22/16

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: **HARDSCAPE MAINTENANCE AND CONSTRUCTION- JSEB SET-ASIDE**

BID# JCS-0003-15 OPEN DATE: **2014-09-03**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:

JSEB SET-ASIDE CONSTRUCTION SUPPLY- CONTRACT DATE THRU 09/30/15, WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: **ROW & GROUNDS**

BASIS OF AWARD: **LOWEST RESPONSIVE, RESPONSIBLE BIDDER FOR THE TOTAL BASE BID**

NUMBER OF BIDS INVITED **6** NUMBER RECEIVED **2** OTHER **0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Subject bid was awarded on 10/17/14 to United Service Connection, Inc. (Contract #8877-16), in the amount of $686,525.00.

Recommend approval to utilize the First Renewal Option with United Service Connection, Inc., in the annual expenditure amount of $686,525.00, with three (3) one (1) year renewal options remaining. Period of Service will be from 10/1/15 through 09/30/16. Total revised estimated expenditure not-to-exceed $1,373,050.00.

Funding for this award to be encumbered by account: PWCP322SD539-06505-PW0674-01 to be executed by contract amendment through Office of General Counsel and then processed by individual Purchase Order(s).

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 the 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: Greg Pease

MARILYN LAIDLER

GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: **Steve D. Long, Jr., Chief, Right of Way and Stormwater Maintenance Division**

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING _____ DATE: 09/30/15

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE: 9/30/15

MR 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: **HARDSCAPE MAINTENANCE AND CONSTRUCTION- JSEB SET-ASIDE**

BID# JCS-0003-15 OPEN DATE: **9/3/2014**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:

JSEB SET-ASIDE CONSTRUCTION SUPPLY- CONTRACT DATE THRU 09/30/15, WITH FOUR (4) ONE (1) YR RENEWAL OPTIONS

AGENCY: **ROW & GROUNDS**

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

NUMBER OF BIDS INVITED **6** NUMBER RECEIVED **2** OTHER **0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Subject bid was approved on 10/13/14 to enter into post bid/pre award negotiations with the apparent low bidder United Service Connection, Inc.

Recommend approval of award to the lowest responsive, responsible bidder United Service Connection, Inc., in the total base bid amount of $686,525.00, as a result of negotiations. Period of Service will be from date of award through September 30, 2015, with four (4) one (1) year renewal options.

Funding for this award to encumbered by : PWCP327SD539-06505-PW0674-01 to be paid by Purchase Order(s).

Bonds have been formally waived for this project.

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

BUYER: Marilyn Laidler RESPECTFULLY SUBMITTED: Greg Pease

MARILYN LAIDLER GREGORY PEASE, CHIEF PROCUREMENT DIVISION

ML

CONCURRENCE BY: **Steve Long, Chief, Right of Way and Stormwater Maintenance Division**

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING _____ DATE: 10/16/14

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE: 10/17/14

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION Karen Bowling

Karen Bowling
Chief Administrative Officer
For: Mayor Alvin Brown
Under Authority of:
Executive Order No. 2013-04

FORM GB-108, Revised 12/2007

QWS3270X 7/28/2017 7:53 AM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 07/28/2017
LINK TO: ACCOUNT SUMMARY INQUIRY 7:53 AM

FISCAL MO/YEAR : 10 2017 CURRENCY CODE :
INDEX CODE : PWCP327VP519 PUBLIC WORKS VARIOUS CAPITAL PROJECTS
SUBOBJECT : 06505 OTHER CONSTRUCTION COSTS
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	JULY 2017	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	.00	1,450,000.00
EXPENDITURES	.00	15,810.13	1,442,767.20
ENCUMBRANCES	.00	.00	.00
PRE-ENCUMBRANCES	.00	.00	.00
REMAINING BALANCE	.00	-15,810.13	7,232.80

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

G014 - RECORD FOUND

QWS3270X 7/28/2017 7:52 AM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 07/28/2017
LINK TO: ACCOUNT SUMMARY INQUIRY 7:51 AM

FISCAL MO/YEAR : 10 2017 CURRENCY CODE :
INDEX CODE : PWCP32ERD549 PW ROAD CAPITAL PROJECTS (F5490)
SUBOBJECT : 06505 OTHER CONSTRUCTION COSTS
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	JULY 2017	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	2,000,000.00	2,500,000.00
EXPENDITURES	69,983.06	779,799.88	779,799.88
ENCUMBRANCES	-19,983.06	156,112.60	156,112.60
PRE-ENCUMBRANCES	.00	.00	.00
REMAINING BALANCE	-50,000.00	1,064,087.52	1,564,087.52

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

G014 - RECORD FOUND

QWS3270X 7/28/2017 7:52 AM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 07/28/2017
LINK TO: ACCOUNT SUMMARY INQUIRY 7:52 AM

FISCAL MO/YEAR : 10 2017 CURRENCY CODE :
INDEX CODE : PWSD116SPPR FAIR SHARE SPECIFIC PROJECTS
SUBOBJECT : 06505 OTHER CONSTRUCTION COSTS
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	JULY 2017	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	-16,796,279.80	14,064,567.82
EXPENDITURES	857.64	641,505.50	8,706,362.10
ENCUMBRANCES	2,733.65	566,040.07	1,764,548.09
PRE-ENCUMBRANCES	-3,591.29	.00	.00
REMAINING BALANCE	.00	-18,003,825.37	3,593,657.63

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

G014 - RECORD FOUND