SUBJECT: CITYWIDE ARMORED CAR SERVICES – REBID

BID #: SC-0565-17 **OPEN DATE: 8/30/17**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – OCTOBER 1, 2017 THROUGH SEPTEMBER 30, 2018, WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PROCUREMENT DIVISION

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 7 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the lowest responsive, responsible bidder, Dunbar Armored. Period of service is from October 1, 2017 through September 30, 2018 in the amount of $86,687.92.

Funding Source: Various Agencies – To be encumbered by purchase order

Attachments: Recommendation Memo, Tabulation and Terms and Conditions

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 that funds are appropriated.

ANALYST: Annette Burney

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Gregory Pease, Chief, Procurement 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

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

ONE CITY. ONE JACKSONVILLE.

TO: Gregory Pease, Chief, Procurement Division

FROM: Dustin Freeman, Manager of Purchasing Services

DATE: September 19, 2017

SUBJECT: Recommendation of Award - SC-0565-17 / Citywide Armored Car Services

The Procurement Division received one response for the Citywide Armored Car Services bid. Procurement recommends approval of award to Dunbar Armored in the amount of $86,687.92. Period of service is from October 1, 2017 through September 30, 2018 with four (4) one (1) year renewal options.

The funding for these services will be encumbered by various index codes as the services are utilized by the various City of Jacksonville using agencies and constitutional offices.

Thank you for your assistance in this matter.

R/DLF

Title: CITYWIDE ARMORED CAR SERVICES - REBID
Bid # SC-0565-17
Bid Date: 8/30/17
Buyer: Steven Burakowski
No. Invited:7 No. Received: 1 No Bids: 0

DUNBAR ARMORED

ITEM	PICK-UP LOCATION	DELIVERY LOCATION	ESTIMATED SCHEDULE	Est. ANNUAL PICK-UPS	UNIT PRICE	EXTENDED TOTAL
1	Adult Services Division City Hall - St. James Bldg, Ste 210 117 West Duval Street, Jacksonville, FL 32206	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Fridays Only 12:00 pm – 2:00 pm Excluding Holidays	52	$16.52	$859.04
2	Solid Waste Trail Ridge Landfill 5110 U.S. Hwy 301 South Baldwin, FL 32224	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Mon – Fri 9:00 am – 4 pm Sat 9:00 am – 12:00 pm Including Holidays Excluding the Day of Christmas and Thanksgiving	312	$20.20	$6,302.40
3	K. A. Hanna Park Front Office Building 500 Wonderwood Drive Jacksonville, FL 32233	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	M, W, TH, F, & Sat 12:00 pm – 4:00 pm Including Holidays Excluding the Day of Christmas and Thanksgiving	250	$16.52	$4,130.00
4	Huguenot Memorial Park Front Office Building 10980 Heckscher Drive Jacksonville, FL 32218	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	M, TH 1:00 pm - 4:00 pm Including Holidays Excluding the Day of Christmas and Thanksgiving	156	$18.75	$2,925.00
5	Recreation & Community Cecil Gym and Fitness Ctr 13531 Lake Newman Dr. Jacksonville, FL 32221	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Mon – Fri 8:00 am – 10:00 pm Excluding Holidays	250	$16.52	$4,130.00
6	Legends Community Center Bob Hayes Park 5054 Soutel Drive Jacksonville, FL 32202	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Wed & Fri 12:00 pm – 4:00 pm Excluding Holidays	104	$16.52	$1,718.08
7	Main Tax Collector Yates Building 231 E. Forsyth St., #141 Jacksonville, FL 32202	Wells Fargo (Money Center)	Mon – Fri 10:00 am – 3:30 pm Office Closures Due to Holidays to be Sent Under Separate Cover	250	$20.20	$5,050.00
8	Cedar Hills Tax Collector 3520-1 Blanding Blvd. Jacksonville, FL 32210	Wells Fargo (Money Center)	Mon, Wed, Fri 10:00 am – 3:30 pm Office Closures Due to Holidays to be Sent Under Separate Cover	150	$16.52	$2,478.00
9	Kernan Tax Collector 12220 Atlantic Blvd #102 Jacksonville, FL 32225	Wells Fargo (Money Center)	Mon, Wed, Fri 10:00 am – 3:30 pm Office Closures Due to Holidays to be Sent Under Separate Cover	150	$16.52	$2,478.00
10	Hogan's Corner Tax Collector 7120-15 Hogan Road Jacksonville, FL 32216	Wells Fargo (Money Center)	Mon, Wed, Fri 10:00 am – 3:30 pm Office Closures Due to Holidays to be Sent Under Separate Cover	150	$16.52	$2,478.00
11	North Jax Tax Collector 12961 N. Main St., #210 Jacksonville, FL 32218	Wells Fargo (Money Center)	Mon, Wed, Fri 10:00 am – 3:30 pm Office Closures Due to Holidays to be Sent Under Separate Cover	150	$16.52	$2,478.00
12	Commonwealth Tax Collector 6672 Commonwealth Ave Jacksonville, FL 32254	Wells Fargo (Money Center)	Mon, Wed, Fri 10:00 am – 3:30 pm Office Closures Due to Holidays to be Sent Under Separate Cover	150	$16.52	$2,478.00
13	Gateway Tax Collector 910 West 44th Street Jacksonville, FL 32208	Wells Fargo (Money Center)	Mon, Wed, Fri 10:00 am – 3:30 pm Office Closures Due to Holidays to be Sent Under Separate Cover	150	$16.52	$2,478.00

Title: CITYWIDE ARMORED CAR SERVICES - REBID
Bid # SC-0565-17
Bid Date: 8/30/17
Buyer: Steven Burakowski

DUNBAR ARMORED

ITEM	PICK-UP LOCATION	DELIVERY LOCATION	ESTIMATED SCHEDULE	Est. ANNUAL PICK-UPS	UNIT PRICE	EXTENDED TOTAL
14	Beaches Tax Collector 1505 Atlantic Blvd Neptune Beach, FL 32266	Wells Fargo (Money Center)	Mon, Wed, Fri 10:00 am – 3:30 pm Office Closures Due to Holidays to be Sent Under Separate Cover	150	$16.52	$2,478.00
15	Mandarin Tax Collector 10035 San Jose Blvd Jacksonville, FL 32257	Wells Fargo (Money Center)	Mon, Wed, Fri 10:00 am – 3:30 pm Office Closures Due to Holidays to be Sent Under Separate Cover	150	$16.52	$2,478.00
16	Tax Collector's Office Ed Ball Building 214 N. Hogan St., Rm 212 Jacksonville, FL 32202	Wells Fargo (Money Center)	Mon – Fri 10:00 am – 3:30 pm Office Closures Due to Holidays to be Sent Under Separate Cover	250	$16.52	$4,130.00
17	Jacksonville Main Library 303 North Laura Street Jacksonville, FL 32202	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Tuesdays Only 1:00 pm – 4:00 pm Excluding Holidays	52	$16.52	$859.04
18	Argyle Library 7973 Old Middleburg Rd, S. Jacksonville, FL 32222	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Tuesdays Only 3:00 pm – 4:00 pm Excluding Holidays	52	$16.52	$859.04
19	Beaches Library 600 Third Street Neptune Beach, FL 32266	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Tuesdays Only 1:00 pm – 4:00 pm Excluding Holidays	52	$16.52	$859.04
20	Bradham-Brooks Northwest Library 1755 Edgewood Ave., W. Jacksonville, FL 32208	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Tuesdays Only 11:00 am – 4:00 pm Excluding Holidays	52	$16.52	$859.04
21	Brentwood Library 3725 Pearl Street Jacksonville, FL 32206	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Thursdays Only 1:00 pm – 4:00 pm Excluding Holidays	52	$16.52	$859.04
22	Brown-Eastside Library 1390 Harrison Street Jacksonville, FL 32206	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Thursdays Only 12:00 pm – 4:00 pm Excluding Holidays	52	$16.52	$859.04
23	Dallas Graham Library 2304 Myrtle Avenue Jacksonville, FL 32209	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Thursdays Only 1:30 pm – 4:00 pm Excluding Holidays	52	$16.52	$859.04
24	Highlands Library 1826 Dunn Avenue Jacksonville, FL 32218	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Tuesdays Only 2:00 pm – 4:00 pm Excluding Holidays	52	$16.52	$859.04
25	Mandarin Library 3330 Kori Road Jacksonville, FL 32257	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Wednesdays Only 4:00 pm Excluding Holidays	52	$16.52	$859.04
26	Maxville Library 8375 Maxville Road Jacksonville, FL 32234	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Saturdays Only 12:00 pm – 4:00 pm Excluding Holidays	52	$16.52	$859.04
27	Murray Hill Library 918 Edgewood Ave., S. Jacksonville, FL 32205	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Thursdays Only 11:00 am – 4:00 pm Excluding Holidays	52	$16.52	$859.04
28	Pablo Creek Library 13295 Beach Blvd. Jacksonville, FL 32246	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Tuesdays Only 4:30 pm Excluding Holidays	52	$16.52	$859.04
29	Regency Square Library 9900 Regency Sq. Blvd. Jacksonville, FL 32225	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Tuesdays Only 11:00 am – 4:00 pm Excluding Holidays	52	$16.52	$859.04
30	San Marco Library 1513 LaSalle Street Jacksonville, FL 32207	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Tuesdays Only 1:00 pm – 4:00 pm Excluding Holidays	52	$16.52	$859.04

Title: CITYWIDE ARMORED CAR SERVICES - REBID
Bid # SC-0565-17
Bid Date: 8/30/17
Buyer: Steven Burakowski

DUNBAR ARMORED

ITEM	PICK-UP LOCATION	DELIVERY LOCATION	ESTIMATED SCHEDULE	Est. ANNUAL PICK-UPS	UNIT PRICE	EXTENDED TOTAL
31	South Mandarin Library 12125 San Jose Blvd. Jacksonville, FL 32223	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Tuesdays Only 1:00 pm – 4:00 pm Excluding Holidays	52	$16.52	$859.04
32	Southeast Library 10599 Deerwood Park Blvd. Jacksonville, FL 32256	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Fridays Only 3:30 pm – 4:00 pm Excluding Holidays	52	$16.52	$859.04
33	University Park Library 3435 University Blvd. N. Jacksonville, FL 32210	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Thursdays Only 11:00 am – 4:00 pm Excluding Holidays	52	$16.52	$859.04
34	Webb Wesconnett Library 6887 103rd Street Jacksonville, FL 32210	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Tuesdays Only 3:00 pm – 4:00 pm Excluding Holidays	52	$16.52	$859.04
35	West Regional Library 1425 Chaffee Rd. S. Jacksonville, FL 32221	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Thursdays Only 2:00 pm – 4:00 pm Excluding Holidays	52	$16.52	$859.04
36	Westbrook Library 2809 Commonwealth Ave Jacksonville, FL 32254	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Wednesdays Only 10:30 am – 4:00 pm Excluding Holidays	52	$16.52	$859.04
37	Willow Branch Library 2875 Park Street Jacksonville, FL 32205	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Tuesdays Only 11:00 am – 4:00 pm Excluding Holidays	52	$16.52	$859.04
38	Duval County Public Health 900 University Blvd. Jacksonville, FL 32211	Garda World 1043 Haines Street Jacksonville FL 32208	Mon – Fri 1:00 pm – 3:00 pm Excluding Holidays	260	$16.52	$4,295.20
39	Clerk of the Circuit Court 501 W. Adams Street, Rm 2338 Jacksonville, FL 32202	Wells Fargo Money Center Located in Jacksonville, Florida	Mon – Fri 12:00pm-1:00pm Excluding Holidays	260	$15.19	$3,949.40
40	Clerk of the Circuit Court 1543 Atlantic Blvd. Jacksonville, FL 32266	Wells Fargo Money Center Located in Jacksonville, Florida	Mon – Fri 1:00pm-3:00pm Excluding Holidays	260	$15.19	$3,949.40
41	Clerk of the Circuit Court 214 N. Hogan Street, #216 Jacksonville, FL 32202	Wells Fargo Money Center Located in Jacksonville, Florida	Mon – Fri 11:00pm-12:00pm Excluding Holidays	260	$15.19	$3,949.40
42	Animal Care & Protective 2020 Forest Street Jacksonville FL 32204	Tax Collector's Office 231 E Forsyth St., #141 Jacksonville, FL 32202	Tue- Fri 1:00 PM- 4:00 PM Excluding Holidays	208	$16.52	$3,436.16
				TOTAL:	**$86,687.92**	

CONFLICT OF INTEREST:	**YES**
ADDENDUMS	
TERMS:	**NET 30**
DELIVERY:	**NOT STATED**
BID BOND:	**YES**
ARMORED CAR SERVICES FOR A MINIMUM OF 36 CONSECUTIVE MONTHS:	**YES**
COPY OF BUSINESS & OCCUPATIONAL LICENSE:	**YES**
THREE REFERENCES FOR SAME SERVICE FOR OTHER LARGE COMPANIES:	**YES**
FULL DESCRIPTIONS OF VEHICLES & SIZE OF FLEETS TO BE USED:	**YES**

TERMS AND CONDITIONS
CITYWIDE ARMORED CAR SERVICES

1. SCOPE

The Procurement Division of the City of Jacksonville, Florida is currently accepting bids to obtain source(s) of supply for the item(s) / service(s) 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 and to obtain pricing commitments for **Citywide Armored Car Services** as listed in the bid documents.

2. AWARD

Award will be **ALL OR NONE** to the lowest responsive, responsible bidder. Bidders must bid on all items in a group to be considered for award. ALL awards are subject to the availability of funds.

3. BONDS

BID BOND: A Certified Check or Bond issued to the City of Jacksonville in the amount of $5,000.00 is required with submittal of bid. Failure to comply will be cause for bid rejection.

PERFORMANCE BOND: Only the awarded vendor will be required to submit a Certified Check or Bond issued to the City of Jacksonville in the amount of 5% of the total base bid within ten (10) days from notification of award. Failure to submit performance bond will be grounds for rescission.

4. TERM OF AGREEMENT

The term of this agreement is from date of award through September 30, 2018, with four (4) 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 condition set forth in the bid documents.

5. MINIMUM REQUIREMENTS

Bidders should submit or comply with the following requirements; failure to submit any of these requirements may be grounds for rejection:

a. Bidders must have been engaged in the business of performing armored car services for a minimum of thirty-six (36) consecutive months prior to bid opening date.

b. Bidders must provide a copy of the company's Business and Occupational License.

c. Bidders must submit at least three (3) verifiable references showing proof of having satisfactorily performed this type of service for other large companies, within the past five (5) years. Include the name of the company, address, telephone number, contact name, dates of service and a brief description of the work performed.

d. All bidders must provide full descriptions of the vehicles as well as the size of their fleet to be used in the performance of this contract

5. STATE CONTRACTS

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

6. 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 locations as required at any time during the contract period.

7. 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.

8. PRICES

All unit prices shall include labor, supplies, fuel, materials, uniforms, firearms, bonds, licenses, related training, and equipment needed to perform the operation of these services in accordance with the bid documents.

9. DELIVERY

Delivery will be made to various locations as required.

10. PICK UP AND RETURNS

SEE SPECIFICATIONS: Default and Termination. The City or its agencies will determine compliance with bid specifications.

11. COMPLIANCE WITH SPECIFICATIONS

The bidder, by affixing their signature to the bid form submitted, agrees to provide item(s)/service(s) 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.

12. 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, 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.

13. 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. The awarded vendor will be required to submit the copy of insurance certificate within ten (10) days from date of receipt of award notice. Bid number should be listed on certificate.

14. 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.

15. SUPPLIER ACCESSIBILITY

The City or its representatives 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.

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