SUBJECT: HERBICIDE SPRAYING OF OUTFALLS DITCHES

BID #: CS-0226-17 **OPEN DATE:** 8/16/17

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – OCTOBER 1, 2017 THROUGH SEPTEMBER 30, 2018 WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: MOWING AND LANDSCAPE DIVISION

BASIS OF AWARD: LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 23 **NUMBER RECEIVED:** 3 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to reject two (2) bidders: Deans Environmental, Inc. and McCall Services, Inc. for failure to meet the minimum requirements of the specifications as outlined in the agency memo.

Recommend approval of award to the lowest responsive, responsible bidder, Orem Enterprise LLC dba Pestmaster Services of Jacksonville for herbicide spraying of outfall ditches, to include waiving as a minor irregularity missing addendum #2. It has been received and filed. Period of service is from October 1, 2017 through September 30, 2018. Total expenditure amount not to exceed $362,766.20.

Funding for this award to be encumbered by the following accounts and will be determined as services ordered:

PWML461SW-03410 & PWML011-03410

Attachments: Recommendation Memo, Tabulation, Rejection Letters, Basis of Award and Scope of Work

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: John P. Pappas, Director, Public Works Department

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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

Lenny Curry, Mayor

Department of Public Works
Mowing & Landscape Maintenance Division
609 St. Johns Bluff Road North
Jacksonville, FL 32225
(904) 472-2910
www.coj.net

ONE CITY ONE JACKSONVILLE

MEMORANDUM

TO: Greg Pease, Division Chief
Procurement Division

THRU: John Pappas, Director
Public Works Department

FROM: Dave McDaniel, Division Chief
Mowing and Landscape Maintenance Division

DATE: August 28, 2017

SUBJECT: **Recommendation of Award**

Bid Name: Herbicide Spraying of Outfall Ditches
Bid No: Bid No. CS-0226-17
Award Amount: $362,766.20

The Procurement Division received three (3) bids for the above project. The following vendors were disqualified for the following reason(s) noted below:

Vendor	Bid Amount	Reason for Disqualification
McCall Service, Inc.	$343,842.72	Failure to meet the required past performance requirements as set forth in the Pre-Qualifications. Failure to submit required Crewleader Right of Way and aquatic certification.
Deans Environmental, Inc.	$318,041.60	Failure to meet the required past performance requirements as set forth in the Pre-Qualifications. Failure to submit required Supervisor and Crewleader Right of Way and aquatic certification. No equipment list. No proof of local office or facility submitted. No documentation of Commercial Liability, Auto Liability or Workers Comp insurances submitted.

The following vendor is qualified and available to provide the services required by the bid specifications:

Vendor	Bid Amount
Orem Enterprise LLC, dba Pestmaster Services of Jacksonville	$362,766.20

The Mowing and Landscape Maintenance Division of the Department of Public Works has reviewed the qualified bid and has determined that Orem Enterprise LLC, dba Pestmaster Services of Jacksonville, has submitted the most responsive total bid of $362,766.20.

Therefore, the Mowing and Landscape Maintenance Division recommends award to Orem Enterprise LLC, dba Pestmaster Services of Jacksonville, 5535 Shad Rd., #41, Jacksonville, FL 32257, in the amount of $362,766.20.

Funds will be encumbered by a release under a Master Blanket Order using accounts PWML461SW-03410 and PWML011-03410.

This award is subject to appropriation by the City for FY2018, beginning October 1, 2017. To date, no funds have been appropriated.

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.

Should you have any questions or require additional information concerning this recommendation, please feel free to contact Jud Miller at 255-4306 or via email at jjmiller@coj.net.

Cc: Jud Miller, Mowing & Landscape Contract Manager
John Tyson, Contract Administration Coordinator
Annette Burney, Purchasing Analyst, Procurement Division

Attachments: Bid Tabulation Sheet

TITLE: HERBICIDE SPRAYING OF OUTFALL DITCHES

BID NO.: CS-0226-17

OPEN DATE: AUGUST 16, 2017 @ 2:00 P.M.

ANALYST: ANNETTE BURNEY

No. Invited: (23) No. Received (3) No Bids: (1)

Recorded By: GAIL SAMPSON Announcer: PEARL MITCHELL

ITEM	DESCRIPTION	UOM	QTY		MCCALL SERVICE, INC. UNIT PRICE	MCCALL SERVICE, INC. EXT. TOTAL	OREM ENTERPRISE LLC,DBA PESTMASTER SERVICES OF JACKSONVILLE UNIT PRICE	OREM ENTERPRISE LLC,DBA PESTMASTER SERVICES OF JACKSONVILLE EXT. TOTAL	DEANS ENVIRONMENTAL, INC. UNIT PRICE	DEANS ENVIRONMENTAL, INC. EXT. TOTAL
1	Herbicide Spraying of Outfall Ditches	ACRES	993.88	4	$ 86.49	$ 85,960.68	$ 91.25	$90,691.55	$ 80.00	$79,510.40
				TOTAL COST:	$	343,842.72	$	362,766.20	$	318,041.60

ADDITIONAL SERVICES (UNIT PRICES)

			MCCALL SERVICE, INC.	OREM ENTERPRISE LLC,DBA PESTMASTER SERVICES OF JACKSONVILLE	DEANS ENVIRONMENTAL, INC.
A1	Non-selective Herbicide Spraying for Joints and Cracks in poured concrete or asphalt pavement, curbs and gutters, etc.	LF	$ 3.00	$ 0.024	$ 1.00
A2	Non-selective Herbicide Spraying of use areas covered by unit pavers, gravel and other loose materials, bare ground, etc. (≤ 4000 square feet each site)	1000 SF	$ 25.00	$ 30.00	$ 1.00
A3	Non-selective Herbicide Spraying of use areas covered by Unit Pavers, Gravel and other loose materials, bare ground, etc. (> 4000 square feet each site)	1001 SF	$ 85.00	$ 91.00	$ 80.00
	CONFLICT OF INTEREST:		Y	Y	Y
	LICENSED SUBS		N/A	N/A	N/A
	ACKNOWLEDGEMENT OF ADDENDUMS (2):		Y	#1	#1

confirm conformance with the specifications before awarding the PROJECT to the lowest responsible BIDDER.

Submittal: Submit a list the BIDDER's equipment proposed to be used. Also, submit a separate list of equipment that is owned or leased by each sub-contractor performing part of the contract work. For each piece of equipment, show registration, name and model number, manufacturer, year of manufacture, and date purchased or leased. If the equipment is leased, include the name and phone number of the lessor.

5. BIDDER must own, lease or rent an interior office space and a warehouse or outdoor storage yard to contain the equipment required by this contract at the time of the Award. The office and equipment storage must be at a location zoned for commercial or industrial use in the city/county where it is located. The CONTRACTOR must have a local office located in Duval, St. Johns, Nassau, Baker or Clay County with a local or toll free telephone number, cellphone number, and email address, at which he/she may be contacted.

   Submittal: Submit address of facility and proof that the facility is owned, leased, or rented by the BIDDER.

C. BASIS OF AWARD

The project may be awarded to the lowest responsive, responsible Bidder contingent on the availability of funds within the project's approved budget. The corrected extended prices of the Total Lump Sum Base Bid will be used to determine the lowest qualified Bid. Proposals in which the prices obviously are unbalanced will be rejected. The City has the right to reject any or all bids.

If there are errors in the price extensions or in the total amount for any base bid, unit prices shall prevail, with the corrected base bid being used to determine the lowest qualified Bidder. The award of the contract will establish the Contractor and the unit prices which will be used during the life of the Contract.

The award will not be made until the CITY has completed all necessary investigations to determine if the low BIDDER is qualified to do the work and has the necessary organization, capital and equipment to carry out the contract.

D. REVISIONS OF BID PROPOSAL FORM

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

E. CONTRACT EXPIRATION DATE

The Contract shall be for one (1) year beginning on October 1, 2017, unless the start date is modified by the CONTRACT MANAGER. The contract may be extended three (3) times for a one (1) year period by mutual agreement of both parties, provided funds are available.

The Contract will be issued in the form of a Blanket Purchase Order once the work has been awarded and the CONTRACTOR has submitted the required Insurance Certificates and other requested documents.

F. BID CHANGES

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

HERBICIDE SPRAYING OF OUTFALL DITCHES

SECTION 30

SCOPE OF WORK

30.1 SCOPE

The work covered by these specifications consists of furnishing all equipment, labor and materials and performing all operations necessary to kill vegetation in outfall ditch bottoms using non-selective herbicides, and to selectively kill undesirable vegetation, including broadleaf and woody plants, along ditch banks using selective herbicides on a scheduled basis during length of the contract. In addition, the CONTRACTOR MANAGER may choose to chemically treat undesirable vegetation in roadside ditches, rights-of-way, easements, paved areas and individual parcels selected by CONTRACT MANAGER. In order to provide these services, the CONTRACTOR must be a Certified Pest Control Operator licensed in the State of Florida. The CONTRACTOR shall base its bid upon a chemical application necessary to kill undesirable vegetation, and to protect existing desirable vegetation identified by the CONTRACT MANAGER. The CONTRACTOR shall be responsible for the replacement of desirable vegetation damaged or killed by its misuse or misapplication of the chemicals.

30.2 WORK SITES

The work sites are outfall ditches maintained by the City. Appendix A lists the work sites and locations that may be assigned to the CONTRACTOR. This list is supplied to the CONTRACTOR to give an idea of the type and locations of ditches that may be assigned for treatment. The list does not commit the CITY to assign work to the CONTRACTOR at any or all of these locations. In addition, the CITY may select certain roadside ditches, pond and canal banks, side drains, drainage structures, and paved areas for herbicide treatment to remove undesirable vegetation.

30.3 INTENT OF CONTRACT DOCUMENTS

It is the intent of these Contract Documents to establish the type, scope and quality of landscape maintenance required by the City. It is not the intent of these Contract Documents to minutely define every detail of maintenance, but rather, to set fourth rational and reasonable criteria for the required maintenance described in the specifications.

(REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK)

ONE CITY. ONE JACKSONVILLE.

City of Jacksonville, Florida

Lenny Curry, Mayor

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

September 5, 2017

2644 Whispering Trails Dr.
Winter Haven, FL 33884

NOTIFICATION OF FORMAL BID REJECTION

BIDDER'S NAME: Deans Environmental, Inc.

CONTACT NAME: Kyle Dean

BID NUMBER: CS-0226-17

NAME OF BID: Herbicide Spraying of Outfall Ditches

DATE OPENED: 8/16/17

REASON FOR REJECTION:
Agency recommends rejecting vendor for failure to meet the minimum requirements as outlined in the specifications.

IF YOU WISH TO PROTEST THE RECOMMENDED REJECTION OF THIS BID, PLEASE RESPOND IN ACCORDANCE WITH THE CITY OF JACKSONVILLE BID PROTEST PROCEDURES. DIRECT ALL PROTEST TO THE RESPECTIVE ANALYST/BUYER, FACSIMILE NUMBER (904) 255-8837.

BUYER'S SIGNATURE: _____
Annette L. Burney

Leslie-Burney, Annette

From: Leslie-Burney, Annette
Sent: Tuesday, September 05, 2017 1:05 PM
To: 'DEANK8859@AOL.COM'
Cc: Freeman, Dustin
Subject: REJECTION NOTICE: CS-0226-17 Herbicide Spraying of Outfall Ditches
Attachments: DEANS.pdf

Mr. Dean:
Please find the attached rejection notice for the above bid. Please email me with any questions or concerns.

Thank you,

Annette L. Burney
Purchasing Analyst
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Ph.: 904-255-8810
Fax: 904-360-8527
Email: aburney@coj.net

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-----Original Message-----
From: P0697@coj.net [mailto:P0697@coj.net]
Sent: Tuesday, September 05, 2017 12:57 PM
To: Leslie-Burney, Annette
Subject: DEANS

Please open the attached document. It was scanned and sent to you using a Xerox Multifunction Printer.

Attachment File Type: pdf, Multi-Page

Multifunction Printer Location: Ed Ball 8th Floor
Device Name: P0697

For more information on Xerox products and solutions, please visit http://www.xerox.com

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.

September 5, 2017

2861 College Street
Jacksonville, FL 32205

NOTIFICATION OF FORMAL BID REJECTION

BIDDER'S NAME: McCall Service, Inc.

CONTACT NAME: John Cooksey

BID NUMBER: CS-0226-17

NAME OF BID: Herbicide Spraying of Outfall Ditches

DATE OPENED: 8/16/17

REASON FOR REJECTION:
Agency recommends rejecting vendor for failure to meet the minimum requirements as outlined in the specifications.

IF YOU WISH TO PROTEST THE RECOMMENDED REJECTION OF THIS BID, PLEASE RESPOND IN ACCORDANCE WITH THE CITY OF JACKSONVILLE BID PROTEST PROCEDURES. DIRECT ALL PROTEST TO THE RESPECTIVE ANALYST/BUYER, FACSIMILE NUMBER (904) 255-8837.

BUYER'S SIGNATURE: _____
Annette L. Burney

Leslie-Burney, Annette

From: Leslie-Burney, Annette
Sent: Tuesday, September 05, 2017 1:02 PM
To: Jerry Hall (JHall@mccallservice.com)
Cc: Freeman, Dustin
Subject: REJECTION NOTICE: CS-0226-17 Herbicide Spraying of Outfall Ditches
Attachments: COJ Procurement.pdf

Mr. Hall:
Please find the attached rejection letter for the above bid. Please email me with any questions or concerns.

Thank you,

Annette L. Burney
Purchasing Analyst
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Ph.: 904-255-8810
Fax: 904-360-8527
Email: aburney@coj.net

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-----Original Message-----
From: P0697@coj.net [mailto:P0697@coj.net]
Sent: Tuesday, September 05, 2017 12:57 PM
To: Leslie-Burney, Annette
Subject: COJ Procurement

Please open the attached document. It was scanned and sent to you using a Xerox Multifunction Printer.

Attachment File Type: pdf, Multi-Page

Multifunction Printer Location: Ed Ball 8th Floor
Device Name: P0697

For more information on Xerox products and solutions, please visit http://www.xerox.com

Leslie-Burney, Annette

From: Brackin, Ann
Sent: Wednesday, September 06, 2017 8:02 AM
To: Leslie-Burney, Annette; Freeman, Dustin
Cc: Pearson, Daniel; McDaniel, Dave; Miller, Judson; Tyson, Johnnie
Subject: RE: CS-0226-17 Herbicide Spraying of Outfall Ditches Award

There is no set way to split the funds. The account to be used will be determined at the time the purchase requisition is entered into JaxPro.

Ann

From: Leslie-Burney, Annette
Sent: Tuesday, September 05, 2017 12:10 PM
To: Brackin, Ann; Freeman, Dustin
Cc: Pearson, Daniel; McDaniel, Dave; Miller, Judson; Tyson, Johnnie
Subject: RE: CS-0226-17 Herbicide Spraying of Outfall Ditches Award

Ann, how should the funds be split between the two accounts?

PWML461SW-03410

PWML011-03410

Annette L. Burney
Purchasing Analyst
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Ph.: 904-255-8810
Fax: 904-360-8527
Email: aburney@coj.net

CITY OF JACKSONVILLE

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From: Brackin, Ann
Sent: Thursday, August 31, 2017 7:54 AM
To: Leslie-Burney, Annette; Freeman, Dustin
Cc: Pearson, Daniel; McDaniel, Dave; Miller, Judson; Tyson, Johnnie
Subject: CS-0226-17 Herbicide Spraying of Outfall Ditches Award

Please process.

Thanks, Ann

QWS3270X 9/18/2017 5:06 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 09/18/2017
LINK TO: ACCOUNT SUMMARY INQUIRY 5:06 PM

FISCAL MO/YEAR : 12 2017 CURRENCY CODE :
INDEX CODE : PWML461SW MOWING AND LANDSCAPE MAINTENANCE
SUBOBJECT : 03410 CONTRACTUAL SERVICES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	SEPT 2017	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	705,230.01	705,230.01
EXPENDITURES	32,693.17	592,725.99	592,725.99
ENCUMBRANCES	-32,693.17	112,504.02	112,504.02
PRE-ENCUMBRANCES	.00	.00	.00
REMAINING BALANCE	.00	.00	.00

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

G014 - RECORD FOUND

QWS3270X 9/18/2017 5:06 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 09/18/2017
LINK TO: ACCOUNT SUMMARY INQUIRY 5:06 PM

FISCAL MO/YEAR : 12 2017 CURRENCY CODE :
INDEX CODE : PWML011 MOWING AND LANDSCAPE MAINTENANCE
SUBOBJECT : 03410 CONTRACTUAL SERVICES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	SEPT 2017	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	2,920,296.12	2,920,296.12
EXPENDITURES	327,212.55	2,194,772.95	2,194,772.95
ENCUMBRANCES	-297,486.93	687,223.17	687,223.17
PRE-ENCUMBRANCES	-27,625.62	35,400.00	35,400.00
REMAINING BALANCE	-2,100.00	2,900.00	2,900.00

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

G014 - RECORD FOUND