SUBJECT: MULCH AND PLAYGROUND SURFACING FOR PARKS 16/17

BID #: SC-0553-16 **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; Increased on 07/06/17 in the amount of $250,000.00.

Recommend approval to utilize the first renewal option with Cour Valant, LLC., d/b/a First Coast Mulch, period of service will be from October 1, 2017 through September 30, 2018, with two (2) one (1) year renewal options remaining. Total revised estimated annual expenditure in the amount of $160,000.00, for a not-to-exceed expenditure amount of $470,000.00.

This award is to be funded by account(s): RPCM011PG-03410- $60,000.00; PWML011-03410- $100,000.00 to be executed by purchase order(s).

Attachments: Recommendation Memo, Vendor Renewal email, Previous Award(s)

ANALYST: Marilyn Laidler
MARILYN LAIDLER

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.

September 20, 2017

MEMORANDUM

TO: Greg Pease, Chief
Procurement Division

FROM: Keith Meyerl, Chief KAM
Community and Recreational Programming Division

RE: **SC-0553-16 Mulch and Playground Surfacing – First Renewal Recommendation**

The Parks, Recreation and Community Services Department respectfully requests approval to utilize the first of three renewal options with Cour Valant d/b/a First Coast Mulch to provide mulch and playground surfacing for various City locations.

The annual not-to-exceed amount of $160,000.00, the total not-to-exceed maximum indebtedness will be $470,000.00. The funding sources will be:

Parks, Recreation and Community Services Department	**RPCM011PG**	**03410**	**$ 60,000.00**
PW/Mowing and Landscape Division	**PWML011**	**03410**	**$100,000.00**

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 Vendor
Email from Public Works
Current Award Copy

cc: Claire Stine, Financial Manager
Ivy Posey, Buyer

Harriman, Rene'e

From: Meyerl, Keith
Sent: Thursday, September 07, 2017 1:09 PM
To: Jones, Wendy; Harriman, Rene'e
Subject: Contract Renewal - First Coast Mulch

See below.

From: Reed, James
Sent: Thursday, September 07, 2017 12:54 PM
To: Meyerl, Keith
Subject: FW: Contract Renewal

Fyi--

James Reed
District Manager
City of Jacksonville Parks, Recreation and Community Services Department
214 N. Hogan Street, 4th Floor
Jacksonville, Fl 32202
Cell (904) 237-6646
www.coj.net

ONE CITY. ONE JACKSONVILLE.

From: Bobby Kapuschansky [mailto:BobbyK@firstcoastmulch.com]
Sent: Wednesday, September 06, 2017 2:56 PM
To: Reed, James
Cc: David Robinson
Subject: Contract Renewal

Mr. Reed

I hope all is well.
Just a quick follow-up, our contract is up for renewal.
We hope you have been happy with our services and would like to extend our contract for an additional year.

Please let me know if there is anything I can do on my side.

Thank you in advance for the opportunity

Kind Regards,
Bobby Kapuschansky
First Coast Mulch
904-254-1987

Harriman, Rene'e

From: Tyson, Johnnie
Sent: Thursday, September 21, 2017 8:03 AM
To: Harriman, Rene'e
Cc: Stine, Claire; Meyerl, Keith; Miller, Judson
Subject: RE: SC-0553-16 Mulch and Playground surfacing renewal

Good morning Rene'e,

Please increase the FY18 renewal by $100K for PWML and the funding will be provided via account PWML011-03410.

Thanks again for asking.

John Tyson
Contract Administration Coordinator
City of Jacksonville - 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
ONE CITY. ONE JACKSONVILLE.

From: Harriman, Rene'e
Sent: Wednesday, September 20, 2017 7:09 AM
To: Tyson, Johnnie; Miller, Judson
Cc: Stine, Claire; Meyerl, Keith
Subject: SC-0553-16 Mulch and Playground surfacing renewal

Good Morning,
I am renewing Parks award SC-0553-16, Mulch and Playground surfacing, Master Blanket 7A00772 (attached). You had used our award in FY17 in the amount of $250K (PO 7A00772:20). I need to know if you want to be added to the award for the renewal (for FY18). If so, I need a response today with the amount you would like and the FY18 funding source. I will add it to the memo for the renewal request and let you know when it goes to awards.

Thank you,

Renée Harriman
Parks Contract Administration Coordinator
City of Jacksonville | Parks, Recreation and Community Services Department
214 N. Hogan Street, 4th Floor
Jacksonville, FL 32202
Office: 904.255.8294
www.coj.net

SUBJECT: MULCH AND PLAYGROUND SURFACING FOR PARKS 16/17

BID #: SC-0553-16 **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 3 MEMBERS DISAPPROVING Ø DATE: 7-6-17

OTHER:

ACTION OF AWARDING AUTHORITY DATE 7/06/17

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-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

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 9/22/2017 3:58 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 09/22/2017
LINK TO: ACCOUNT SUMMARY INQUIRY 3:58 PM

FISCAL MO/YEAR : 12 2017 CURRENCY CODE :
INDEX CODE : RPCM011PG PLAYGROUNDS & CENTERS
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	492,181.14	492,181.14
EXPENDITURES	29,373.11	430,510.18	430,510.18
ENCUMBRANCES	10,690.47	105,282.48	105,282.48
PRE-ENCUMBRANCES	-28,762.23	772.00	772.00
REMAINING BALANCE	-11,301.35	-44,383.52	-44,383.52

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO
G005 - PRIOR RECORD DISPLAYED

QWS3270X 9/22/2017 3:58 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 09/22/2017
LINK TO: ACCOUNT SUMMARY INQUIRY 3:58 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	435,789.84	2,303,350.24	2,303,350.24
ENCUMBRANCES	-403,264.22	581,445.88	581,445.88
PRE-ENCUMBRANCES	-28,025.62	35,000.00	35,000.00
REMAINING BALANCE	-4,500.00	500.00	500.00

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO
G005 - PRIOR RECORD DISPLAYED