SUBJECT: PURCHASE OF SOD

BID #: SC-0548-16 **OPEN DATE: 2016-09-14**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
SUPPLY CONTRACT – OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2017 WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: RIGHT OF WAY AND STORMWATER MAINTENANCE DIVISION

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

NUMBER OF BIDS INVITED: 6 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the lowest responsive, responsible bidder, A-1 Sod of Jacksonville, Inc., for the purchase of sod. Period of service is October 1, 2016 through September 30, 2017 with two (2) one (1) year renewal options. Total not-to-exceed amount of $100,000.00.

This award is 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 the work herein. A written notification will be provided in the event that funds are appropriated.

Funding for this award to be encumbered by account PWGM011-05215 and to be executed by purchase order(s).

Attachments: Recommendation Memo, Bid Tabulation Sheet, Terms and Conditions

ANALYST: _____ CHELSEY RENFROE

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Steven D. Long Jr., P.E., Chief of Right of Way and Stormwater Maintenance 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 _____

DEPARTMENT OF PUBLIC WORKS

Jacksonville
Where Florida Begins.

September 16, 2016

MEMORANDUM

TO: Chelsey Renfroe,
Purchasing Analyst

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

SUBJECT: Recommend To Award (grass sod)
A-1 Sod of Jacksonville Inc.
Bid#SC-0548-16

Please be advised that the Right of Way & Stormwater Maintenance Division of the Public Works Department has reviewed bid SC-0548-16. We have determined that A-1 Sod of Jacksonville Inc. the only bidder, has submitted a correct bid proposal. Based on the pricing being reasonable and similar to last years pricing, we recommend that this award go to A-1 Sod of Jacksonville Inc. for grass sod. The estimated annual expenditure will be $100,000.00 with a do not exceed limit of $100,000.00. A blanket order will be issued for this amount from index code PWGM011, sub-object 05215 general fund, as funds become available.

SDL/mj

Title: PURCHASE OF SOD
Bid # SC-0548-16
Bid Date: 9/14/16
Buyer: Chelsey Renfroe
No. Invited: 6 **No. Received:** 1 **No Bids:** 0
Recorded By: Gail Sampson
9/14/2016
Date

A-1 SOD OF JACKSONVILLE, INC.

ITEM	DESCRIPTION	Est. QTY	UoM	UNIT PRICE	EXTENDED TOTAL
1	ARGENTINE BAHIA	400	PALLETS	$110.00	$44,000.00
2	COMMON BERMUDA	400	PALLETS	$150.00	$60,000.00
3	FLORATAM; FOR SUN	400	PALLETS	$160.00	$64,000.00
4	ST. AUGUSTINE; FOR SHADE	400	PALLETS	$180.00	$72,000.00
			TOTAL (ITEMS 1-4)	$240,000.00	
			TERMS:	NOT STATED	
			DELIVERY:	2 BUSINESS DAYS	
			CONFLICT OF INTEREST:	YES	
			ADDENDUMS 0	N/A	
			NOTES:		

TERMS AND CONDITIONS

PURCHASE OF SOD

SCOPE

The Right of Way & Ground Maintenance division of the City of Jacksonville is currently accepting bids to obtain sources of supply for the items as outlines in the bid documents provided. The purpose of this bid invitation is to obtain information about your firm and its ability to provide these item(s) and to obtain pricing commitments for ***Grass Sod*** as listed in the bid documents.

AWARD

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

TERMS OF AGREEMENT

The term of this agreement is From October 1, 2016 through September 30, 2016 with two (2) 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.

PRE-BID CONFERENCE

N/A

COMPLIANCE WITH SPECIFICATIONS

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

STATE CONTRACTS

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

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 purchase more than the estimated quantities listed or not to make any purchase against this bid if it so deems necessary anytime during the contract period.

PRICES

All unit prices shall include freight, delivery, and handling charges to the delivery location as outlined in the bid documents.

ESCALATION/DE-ASCALATION

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.

DELIVERY

Delivery locations include but are not limited to:

2639 West 1st Street 32254

4767 Moncrief Road 32209

2915 Parental Home Road 32216

609 St. Johns Bluff Road N. 32225

Delivery to other unspecified locations may be required for specific work projects within Duval County.

A packing list shall accompany all shipments, which shall indicate the following: Purchase order number, Item number and description, Date of shipment, Quantity ordered and shipped, Unit prices, and the unit of measure.

PICK UP & 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.

SUPPLIER ACCESSABILITY

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 outlines in the specifications supersede this section.

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.

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, the unit of measure, and extended totals. Payment terms are Net 30 days. All original invoices are to be submitted to City of Jacksonville, General Accounting Division, 117 West Duval Street, Suite 375, Jacksonville, Florida 32202.

INSURANCE / INDEMNIFICATIONS

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.

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QWS3270X 9/23/2016 3:22 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 09/23/2016
LINK TO: ACCOUNT SUMMARY INQUIRY 11:21 AM

FISCAL MO/YEAR : 12 2016 CURRENCY CODE :
INDEX CODE : PWGM011 R-O-W AND STORMWATER MAINTENANCE
SUBOBJECT : 05215 REPAIR AND MAINTENANCE SUPPLIES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	SEPT 2016	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	333,098.85	333,098.85
EXPENDITURES	13,197.83	258,823.39	258,823.39
ENCUMBRANCES	-676.22	72,093.24	72,093.24
PRE-ENCUMBRANCES	947.72	947.72	947.72
REMAINING BALANCE	-13,469.33	1,234.50	1,234.50

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

G014 - RECORD FOUND