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SUBJECT: RENTAL OF MOBILE OFFICE TRAILERS/MODULAR UNITS

BID #: SC-0431-23 **OPEN DATE:** 09-06-2023

JACKSONVILLE PROCUREMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – PERIOD OF SERVICE WILL BE FROM THE DATE OF AWARD THROUGH SEPTEMBER 30, 2024, WITH FOUR (4) 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: 18 **NUMBER RECEIVED:** 1 **OTHER:** 1

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the first of four one (1) year renewal options with William Scotsman for Office Trailer Rentals. Period of service will be from October 1, 2024, through September 30, 2025. The total renewal annual award expenditures are $222,074.40. The revised estimated not-to-exceed amount is $444,148.80.

Funding Sources: 00113.133101.549040/544020 Multiple Activities
10302.133101.549006.000000.00000000.00000.0000000
To be executed by Purchase Order

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2024. 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.

Attachments: Recommendation Memo, Agency Letter, Previous Awards

ANALYST: LEEANN WARCHOL

RESPECTFULLY SUBMITTED: DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: ALEX ALSTON, EXECUTIVE DIRECTOR, OFFICE OF SPORTS & ENTERTAINMENT

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF JPAC 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

Donna Deegan, Mayor

A NEW DAY.

Office of Sports & Entertainment
214 N. Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 255-5422
www.specialevents.coj.net

July 1, 2024

To: Dustin Freeman, Chief
Procurement Division

From: Alex Alston, Executive Director
Office of Sports & Entertainment

Subject: FY25 Office Trailer Rentals from Williams Scotsman SC-0431-23/POA 70790-23 1st Renewal Request

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The Office of Sports and Entertainment respectfully requests to exercise the first renewal options of four (4), one (1) year renewal options for Office Trailer Rentals from Williams Scotsman SC-0431-23/POA 70790-23. Period of service of renewal will be from October 1, 2024, through September 30, 2025.

The supplier has provided a letter stating the desire to renew the agreement with the same terms, conditions and pricing through the final renewal period.

Total renewal award expenditures are not expected to exceed $222,074.40 annually with a total maximum renewed award amount of $444,148.80 and are to be procured with Purchase Orders released from the assigned Purchase Order Agreement: POA 70790-23.

Funding Sources: 000113.133101.549040/544020 Multiple Activities
10302.133101.549006.000000.00000000.00000.0000000

JMK

CC: Jennifer Malice-Kelly, Finance Manager, Office of Sports & Entertainment

June 27th, 2024

Jennifer Malice-Kelly

City of Jacksonville

Office of Sports & Entertainment

214 N. Hogan Street, Floor 4

Jacksonville, FL 32202

Dear Jennifer,

Please be advised that I, on behalf of Willscot- Mobile Mini, do hereby express our wish to exercise our renewal option of BID # SC-0431-23 - Rental of Modular Office Trailers/Modular units. Under the renewal, I confirm pricing will be kept effective from the date of the award through the end of the renewed term.

Thank you,

Sheena Small

Sr Mgr, General Manager

Description	Qty	FY24	FY24 Ext Price	FY25 Increase	FY25 Ext Price
1 One way transfer to or from JAA – Town Car	90	$ 99.36	$ 8,942.40	$ 104.33	$ 9,389.52
2 One way transfer to or from JAA – SUV	50	$ 163.20	$ 8,160.00	$ 171.36	$ 8,568.00
3 One way transfer to or from JAA – 15 Passenger	20	$ 267.94	$ 5,358.80	$ 281.34	$ 5,626.74
4 One way transfer to or from JAA – Minibus	6	$ 653.00	$ 3,918.00	$ 685.65	$ 4,113.90
5 One way transfer to or from JAA – Coach Bus	4	$ 1,151.00	$ 4,604.00	$ 1,208.55	$ 4,834.20
6 Additional wait time on any item 1-5	20	$ 115.00	$ 2,300.00	$ 120.75	$ 2,415.00
7 On-Site Scheduling & Dispatcher Service	100	$ 75.00	$ 7,500.00	$ 78.75	$ 7,875.00
			$ 40,783.20		$ 42,822.36

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SUBJECT: RENTAL OF MOBILE OFFICE TRAILERS/MODULAR UNITS

BID #: SC-0431-23 **OPEN DATE: 2023-09-06**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – PERIOD OF SERVICE WILL BE FROM THE DATE OF AWARD THROUGH SEPTEMBER 30, 2024, WITH FOUR (4) 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: 18 **NUMBER RECEIVED:** 1 **OTHER:** 1

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the sole responsive, responsible bidder, Williams Scotsman, Inc. in the amount of $222,074.40 for Rental of Mobile Office Trailers/Modular Units. Period of service will be from the date of award through September 30, 2024, with four (4) one (1) year renewal options.

Funding Sources: 00113.133101.549040.000000.Multiple Activities.00000.0000000
00113.133101.544020.000000.Multiple Activities.00000.0000000
10302.133101.549006.000000.00000000.00000.0000000
To be executed by Purchase Order

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

ANALYST: RUBEN OLA

RESPECTFULLY SUBMITTED: DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Daryl T. Joseph, Director, Parks, Recreation and Community Services Department

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 9/21/2023

OTHER:

ACTION OF AWARDING AUTHORITY DATE 9/25/23

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION Karen Bowling

Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02