11

SUBJECT: RENTAL OF TENT, TABLES AND SPECIAL EVENT ITEMS

BID #: SC-0456-22 **OPEN DATE:** 09-21-2022

JACKSONVILLE PROCUREMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – PERIOD OF SERVICE WILL BE FROM OCTOBER 1, 2022 THROUGH SEPTEMBER 30, 2023, 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: 16 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the second of four (4) one (1) year renewal options with Presentation Resource, Inc. dba PRI Productions for Rental of Tent, Tables and Special Events Items. The supplier requested a 5% increase on all items due to price escalation based on CPI. Period of service will be from October 1, 2024 through September 30, 2025. The requested annual expenditure not-to-exceed $585,936.86. The revised total award expenditure not-to-exceed $1,672,933.96.

Funding Sources: 10302.133101.549006.000000.00000000.00000.0000000
00113.133101.549040.000000. Multiple Activities based on Event Need
00113.133101.548010.000000. Multiple Activities based on Event Need
00113.133101.544020.000000. Multiple Activities based on Event Need
To be executed by purchase order(s).

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, Vendor Letter, Previous Awards

ANALYST: LeeAnn Warchol
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 Tent, Tables and Special Events Items Award SC-0456-22/POA-70015-23 from Presentation Resources, Inc. Second Renewal Request

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The Office of Sports & Entertainment respectfully requests to exercise the second (2nd) of four (4) one (1) year renewal options for the Rental of Tent, Tables and Special Event Items SC-0456-22 POA 70015-23 from Presentation Resources, Inc. This award is to be active from October 1, 2024 ,through September 30, 2025.

The supplier has requested a 5% increase on all items due to the increase in Consumer Pricing Index, all other terms are to remain the same as the original award.

Annual expenditures are not expected to exceed $585,936.86 with the award amount not to exceed $1,672,933.96.

Funding Source: 10302.133101.549006.000000.00000000.00000.0000000
00113.133101.549040.000000. Multiple Activities based on Event Need
00113.133101.548010.000000. Multiple Activities based on Event Need
00113.133101.544020.000000. Multiple Activities based on Event Need

Attachments: Renewal Letter, Itemized Pricing List
JMK

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

PRI
PRODUCTIONS

July 1, 2024

Jennifer Malice-Kelly
City of Jacksonville
Division of Sports & Entertainment
214 N. Hogan Street, Floor 4
Jacksonville, FL 32202

Dear Jennifer,

Please be advised that I, on behalf of Presentation Resource Inc, DBA PRI Productions, do hereby express our with to exercise our renewal option of BID SC-0456-22: Rental of Tent, Tables, and Special Event Items. Under the renewal, we would like to request a price escalation of 5%. If approved, the pricing increase will be kept effective from the date of renewal through the end of the renewed item.

Thank you,

Michelle Manson

Michelle Manson
Senior Event Producer

Rental of Tents, Tables and Special Event items									
Item#	Desription	EST QTY	UOM	UNIT PRICE	EXTENDED PRICE	FY24 +5%	FY24 Totals	FY25 +5%	FY25 Totals
1	Chair; Black Executive with Wheels	10	Each	$ 35.00	$ 350.00	$ 36.75	$ 367.50	$ 38.59	$ 385.88
2	Chairs: Bar Stools	60	Each	$ 10.00	$ 600.00	$ 10.50	$ 630.00	$ 11.03	$ 661.50
3	Chairs: Folding Samsonite Black or White	2000	Each	$ 2.00	$ 4,000.00	$ 2.10	$ 4,200.00	$ 2.21	$ 4,410.00
4	Chairs: Padded Folding White	7000	Each	$ 3.00	$ 21,000.00	$ 3.15	$ 22,050.00	$ 3.31	$ 23,152.50
5	Chairs; Chiavari	500	Each	$ 7.00	$ 3,500.00	$ 7.35	$ 3,675.00	$ 7.72	$ 3,858.75
6	Décor: Chandelier, Crystal- 38" Gold	4	Each	$ 200.00	$ 800.00	$ 210.00	$ 840.00	$ 220.50	$ 882.00
7	Décor: Chandelier, Crystal- 45" Gold	4	Each	$ 250.00	$ 1,000.00	$ 262.50	$ 1,050.00	$ 275.63	$ 1,102.50
8	Décor: Chandelier, Wicker	4	Each	$ 150.00	$ 600.00	$ 157.50	$ 630.00	$ 165.38	$ 661.50
9	Décor: Plant Groupings	10	Each	$ 75.00	$ 750.00	$ 78.75	$ 787.50	$ 82.69	$ 826.88
10	Décor: Red Robe with Stanchion	10	Each	$ 20.00	$ 200.00	$ 21.00	$ 210.00	$ 22.05	$ 220.50
11	Drape: Black Out Drape	100	Linear Foot	$ 20.00	$ 2,000.00	$ 21.00	$ 2,100.00	$ 22.05	$ 2,205.00
12	Drape: Black Out Drape 6' Panels; Price Per Linear Foot	100	Linear Foot	$ 20.00	$ 2,000.00	$ 21.00	$ 2,100.00	$ 22.05	$ 2,205.00
13	Drape: Ceiling Drape 15'x15' Tents	4	Each	$ 2,000.00	$ 8,000.00	$ 2,100.00	$ 8,400.00	$ 2,205.00	$ 8,820.00
14	Drape: Ceiling Drape Large Tent	4	Each	$ 3,000.00	$ 12,000.00	$ 3,150.00	$ 12,600.00	$ 3,307.50	$ 13,230.00
15	Drape: Ceiling Drape Small Tent	4	Each	$ 2,500.00	$ 10,000.00	$ 2,625.00	$ 10,500.00	$ 2,756.25	$ 11,025.00
16	Drape: Pipe & Drape, 10' Height; Pricing Per Linear Foot	100	Linear Foot	$ 20.00	$ 2,000.00	$ 21.00	$ 2,100.00	$ 22.05	$ 2,205.00
17	Drape: Pipe & Drape; 8' Height; Pricing Per Linear Foot	100	Linear Foot	$ 5.00	$ 500.00	$ 5.25	$ 525.00	$ 5.51	$ 551.25
18	Equipment: Fan; Tent Fan Clip to Tent Leg	10	Each	$ 25.00	$ 250.00	$ 26.25	$ 262.50	$ 27.56	$ 275.63
19	Equipment: Mushroom Heater, Includes (1) Full Propane Tank	10	Each	$ 100.00	$ 1,000.00	$ 105.00	$ 1,050.00	$ 110.25	$ 1,102.50
20	Equipment: Pyramid Heater; Includes (1) Full Propane Tank	10	Each	$ 150.00	$ 1,500.00	$ 157.50	$ 1,575.00	$ 165.38	$ 1,653.75
21	Fencing: White Picket; Fencing Must be Zip Tied Together with Clear/White Zip Ties; Pricing Per Foot	2500	Foot	$ 3.50	$ 8,750.00	$ 3.68	$ 9,187.50	$ 3.86	$ 9,646.88
22	Flooring: Carpet; Black, Per Square Foot	50	Square Foot	$ 2.00	$ 100.00	$ 2.10	$ 105.00	$ 2.21	$ 110.25
23	Flooring: Interlocking Duradeck Flooring (Outdoor Use); Black or Grey; Pricing Per Square Foot	2000	Square Foot	$ 2.50	$ 5,000.00	$ 2.63	$ 5,250.00	$ 2.76	$ 5,512.50
24	Flooring: Interlocking Terraplast Flooring (Indoor/Outdoor Use); Black or Grey; Pricing Per Square Foot	4000	Square Foot	$ 2.50	$ 10,000.00	$ 2.63	$ 10,500.00	$ 2.76	$ 11,025.00
25	Flooring: Red Carpet Aisle Runner; 3' Wide - 25' Long	4	Each	$ 75.00	$ 300.00	$ 78.75	$ 315.00	$ 82.69	$ 330.75
26	Furniture: Bar; 8" White Acrylic	2	Each	$ 300.00	$ 600.00	$ 315.00	$ 630.00	$ 330.75	$ 661.50
27	Furniture: Custom Logo on 8" White Acrylic Bar	2	Each	$ 100.00	$ 200.00	$ 105.00	$ 210.00	$ 110.25	$ 220.50
28	Furniture: Lounge Seating; Black or White Leather Couch	4	Each	$ 350.00	$ 1,400.00	$ 367.50	$ 1,470.00	$ 385.88	$ 1,543.50
29	Furniture: Lounge Seating; Black or White Leather Ottoman	4	Each	$ 100.00	$ 400.00	$ 105.00	$ 420.00	$ 110.25	$ 441.00
30	Furniture: Loungue Seating Black or White Leather Chair	4	Each	$ 125.00	$ 500.00	$ 131.25	$ 525.00	$ 137.81	$ 551.25
31	Labor - Regular Hours *Monday-Saturday, 7:00am-8:00pm	3000	Hour	$ 30.00	$ 90,000.00	$ 31.50	$ 94,500.00	$ 33.08	$ 99,225.00
32	Labor -Overtime/Holiday Hours - Sundays; Monday-Saturday, 8:00pm-7:00am *Holiday Hours to Reflect City Observed Holidays, Not Including Police Memorial Day	1000	Hour	$ 40.00	$ 40,000.00	$ 42.00	$ 42,000.00	$ 44.10	$ 44,100.00
33	Lighting: Festival String Lighting; Pricing Per Foot	6000	Foot	$ 2.00	$ 12,000.00	$ 2.10	$ 12,600.00	$ 2.21	$ 13,230.00
34	Stage: 4X8 Sections Various Height Options, up to 4' High	10	Each	$ 100.00	$ 1,000.00	$ 105.00	$ 1,050.00	$ 110.25	$ 1,102.50
35	Stage: Ramp up to 56"	2	Each	$ 2,000.00	$ 4,000.00	$ 2,100.00	$ 4,200.00	$ 2,205.00	$ 4,410.00
36	Stage: Stairs	4	Each	$ 50.00	$ 200.00	$ 52.50	$ 210.00	$ 55.13	$ 220.50
37	Stage; Railing Sections for Use on Stage When Higher Than 2'; Pricing Per Foot	4	Foot	$ 3.00	$ 12.00	$ 3.15	$ 12.60	$ 3.31	$ 13.23
38	Table 4' Folding	40	Each	$ 5.00	$ 200.00	$ 5.25	$ 210.00	$ 5.51	$ 220.50
39	Table Coffee, Wicker Modular Pieces	4	Each	$ 75.00	$ 300.00	$ 78.75	$ 315.00	$ 82.69	$ 330.75
40	Table Set: Umbrella Table Set	10	Each	$ 150.00	$ 1,500.00	$ 157.50	$ 1,575.00	$ 165.38	$ 1,653.75
41	Table, Picnic Wooden	300	Each	$ 100.00	$ 30,000.00	$ 105.00	$ 31,500.00	$ 110.25	$ 33,075.00
42	Table, Small Led Cube-Depth: 21-25 IN, Width: 21-25 IN, Height: 21-25 IN	2	Each	$ 150.00	$ 300.00	$ 157.50	$ 315.00	$ 165.38	$ 330.75
43	Table, Tall Led Cube-Depth: 21-25 IN, Width: 21-25 IN, Height: 40-44 IN	2	Each	$ 200.00	$ 400.00	$ 210.00	$ 420.00	$ 220.50	$ 441.00
44	Tables: 30"-36" Round Cocktail (High)	200	Each	$ 12.00	$ 2,400.00	$ 12.60	$ 2,520.00	$ 13.23	$ 2,646.00
45	Tables: 30"-36" Round Cocktail (Low)	100	Each	$ 12.00	$ 1,200.00	$ 12.60	$ 1,260.00	$ 13.23	$ 1,323.00
46	Tables: 36" Round	100	Each	$ 12.00	$ 1,200.00	$ 12.60	$ 1,260.00	$ 13.23	$ 1,323.00

47	Tables: 48" Round	100	Each	$ 12.00	$ 1,200.00	$ 12.60	$ 1,260.00	$ 13.23	$ 1,323.00
48	Tables: 6' Rectangular Classroom	200	Each	$ 12.00	$ 2,400.00	$ 12.60	$ 2,520.00	$ 13.23	$ 2,646.00
49	Tables: 6' Rectangular Table	200	Each	$ 12.00	$ 2,400.00	$ 12.60	$ 2,520.00	$ 13.23	$ 2,646.00
50	Tables: 60" Round	50	Each	$ 15.00	$ 750.00	$ 15.75	$ 787.50	$ 16.54	$ 826.88
51	Tables: 60" Round Half	40	Each	$ 15.00	$ 600.00	$ 15.75	$ 630.00	$ 16.54	$ 661.50
52	Tables: 7' Serpentine	20	Each	$ 15.00	$ 300.00	$ 15.75	$ 315.00	$ 16.54	$ 330.75
53	Tables: 8' Rectangular Table	800	Each	$ 15.00	$ 12,000.00	$ 15.75	$ 12,600.00	$ 16.54	$ 13,230.00
54	Tensabarrier	40	Each	$ 30.00	$ 1,200.00	$ 31.50	$ 1,260.00	$ 33.08	$ 1,323.00
55	Tent Walls: Solid Clear; Pricing Per Foot	400	Foot	$ 3.50	$ 1,400.00	$ 3.68	$ 1,470.00	$ 3.86	$ 1,543.50
56	Tent Walls: Solid White with Windows; Pricing Per Foot	15000	Foot	$ 2.25	$ 33,750.00	$ 2.36	$ 35,437.50	$ 2.48	$ 37,209.38
57	Tent Walls: Solid White; Pricing Per Foot	400	Foot	$ 1.75	$ 700.00	$ 1.84	$ 735.00	$ 1.93	$ 771.75
58	Tent: 10 X 10 Pop Up (Canopy) with Adequate Weights	75	Each	$ 100.00	$ 7,500.00	$ 105.00	$ 7,875.00	$ 110.25	$ 8,268.75
59	Tent: 10 X 10 Tent; Frame or High Peak Tent: (with Adequate Weights)	250	Each	$ 200.00	$ 50,000.00	$ 210.00	$ 52,500.00	$ 220.50	$ 55,125.00
60	Tent: 10 X 20 Tent; Frame or High Peak Tent: (with Adequate Weights)	15	Each	$ 250.00	$ 3,750.00	$ 262.50	$ 3,937.50	$ 275.63	$ 4,134.38
61	Tent: 15 X 15 Tent; Frame or High Peak Tent: (with Adequate Weights)	100	Each	$ 250.00	$ 25,000.00	$ 262.50	$ 26,250.00	$ 275.63	$ 27,562.50
62	Tent: 20 X 20 Tent; Frame or High Peak Tent: (with Adequate Weights)	45	Each	$ 325.00	$ 14,625.00	$ 341.25	$ 15,356.25	$ 358.31	$ 16,124.06
63	Tent: 20 X 40 Tent; Frame or High Peak Tent: (with Adequate Weights)	40	Each	$ 650.00	$ 26,000.00	$ 682.50	$ 27,300.00	$ 716.63	$ 28,665.00
64	Tent: 20'x60' Tent Economy (with Adequate Weights)	10	Each	$ 850.00	$ 8,500.00	$ 892.50	$ 8,925.00	$ 937.13	$ 9,371.25
65	Tent: 20x30 Economy Tent(with Adequate Weights)	10	Each	$ 400.00	$ 4,000.00	$ 420.00	$ 4,200.00	$ 441.00	$ 4,410.00
66	Tent: 30 X 30 Tent; Frame or High Peak Tent: (with Adequate Weights)	40	Each	$ 550.00	$ 22,000.00	$ 577.50	$ 23,100.00	$ 606.38	$ 24,255.00
67	Tent: 40'x60' Tent(with Adequate Weights)	10	Each	$ 2,000.00	$ 20,000.00	$ 2,100.00	$ 21,000.00	$ 2,205.00	$ 22,050.00
68	Tent:10' Tent Leg Drape- White(with Adequate Weights)	125	Each	$ 35.00	$ 4,375.00	$ 36.75	$ 4,593.75	$ 38.59	$ 4,823.44
69	Tent: Rain Gutters	250	Each	$ 20.00	$ 5,000.00	$ 21.00	$ 5,250.00	$ 22.05	$ 5,512.50
	Estimated Annual Expenditures				$ 528,962.00		$ 558,035.10		$ 585,936.86

SUBJECT: RENTAL OF TENT, TABLES AND SPECIAL EVENT ITEMS

BID #: SC-0456-22 **OPEN DATE: 2022-09-21**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – PERIOD OF SERVICE WILL BE FROM OCTOBER 1, 2022 THROUGH SEPTEMBER 30, 2023, 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: 16 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the first of four (4) one (1) year renewal options with Presentation Resource, Inc. dba PRI Productions for Rental of Tent, Tables and Special Events Items. The supplier requested a 5% increase on all items due to price escalation based on CPI. Period of service will be from October 1, 2023 through September 30, 2024. The requested annual expenditure not-to-exceed $558,035.10. The revised total award expenditure not-to-exceed $1,086,997.10.

Funding Sources: 10302.133101.549006.000000.00000000.00000.0000000
00113.133101.549040.000000. Multiple Activities based on Event Need
00113.133101.548010.000000. Multiple Activities based on Event Need
00113.133101.544020.000000. Multiple Activities based on Event Need
To be executed by purchase order(s).

Attachments: Recommendation Memo, Vendor Letter, Previous Award

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: 7/27/2023

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 7/28/23

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

SUBJECT: RENTAL OF TENT, TABLES AND SPECIAL EVENT ITEMS

BID #: SC-0456-22 **OPEN DATE: 2022-09-21**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – PERIOD OF SERVICE WILL BE FROM OCTOBER 1, 2022 THROUGH SEPTEMBER 30, 2023, 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: 16 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the sole responsive, responsible bidder PRESENTATION RESOURCE, INC. dba PRI PRODUCTIONS in the amount of $528,962.00 for RENTAL OF TENT, TABLES AND SPECIAL EVENT ITEMS. Period of service will be from October 1, 2022 through September 30, 2023, with four (4) one (1) year renewal options.

Funding Sources:
10302.133101.549006.000000.00000000.00000.0000000
00113.133101.549040.000000. Multiple Activities based on Event Need
00113.133101.548010.000000. Multiple Activities based on Event Need
00113.133101.544020.000000. Multiple Activities based on Event Need
To be executed by purchase order(s).

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

ANALYST: RUBEN OLA

RESPECTFULLY SUBMITTED: DUSTIN FREEMAN, ACTING 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: 10/6/2022

OTHER:

ACTION OF AWARDING AUTHORITY DATE 10/6/2022

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No: 2019-02