20

SUBJECT: GLASS, DOOR, AND WINDOW REPAIR/REPLACEMENT SERVICES AT VARIOUS CITY BUILDINGS

BID #: SC-0057-22 **OPEN DATE:** 3/9/2022

JACKSONVILLE PROCUREMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUBLIC BUILDINGS

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

NUMBER OF BIDS INVITED: 7 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend the agreement with Duval Glass and Mirror, Inc. to increase the maximum indebtedness by $200,000.00. Total revised not-to-exceed award amount will be $636,750.00. Period of service remain unchanged from March 24, 2024 through March 23, 2025 with two (2) one (1) year renewal options remaining.

Funding for this award will be encumbered from various agency accounts and processed via Purchase Order(s).

ATTACHMENTS: Recommendation Memo, Previous Awards

ANALYST: Brian Kemp
Benjamin Kemp

RESPECTFULLY SUBMITTED:
DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: ROY BIRBAL, CHIEF, PUBLIC BUILDINGS DIVISION

(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 _____

Docusign Envelope ID: 6A6BEE0C-7A5F-4633-959E-E728A6699DD5

A NEW DAY.

City of Jacksonville, Florida

Donna Deegan, Mayor

Department of Public Works

Public Buildings Division
555 W. 44th Street
Jacksonville, FL 32208
(904) 630-4343
Jacksonville.gov

MEMORANDUM

TO: **Dustin Freeman, Chief**
Procurement Division

THRU: **Nina Sickler, P.E., Director**
Department of Public Works

DocuSigned by: Nina Sickler
1EFA223D5D23487...

FROM: **Roy Birbal, Chief**
Public Buildings Division

DocuSigned by: Roy Birbal
FBA0E5E082164F8...

SUBJECT: **Increase Request - POA-71696-22 – Bid #SC-0057-22**
Duval Glass & Mirror, Inc.
Glass, Door, and Window Repair & Replacement Services for all City Buildings

DATE: **July 9, 2024**

The Public Buildings Division requests approval to increase the maximum indebtedness by $200,000.00 for Duval Glass & Mirror, Inc. for Glass, Door, and Window Repair & Replacement for all City Buildings. The new not to exceed amount will be $636,750.00.

Funding will be encumbered by Purchase Order releases against the contract purchase agreement, depending on funding, the appropriate account for the buildings being served and fiscal year.

If you have any questions or need additional information regarding this request, please contact Kelly Hooten at 255-4340.

Attachments: Previous Awards
Certificate of Insurance

Docusign Envelope ID: 6A6BEE0C-7A5F-4633-959E-E728A6699DD5

SUBJECT: GLASS, DOOR, AND WINDOW REPAIR/REPLACEMENT SERVICES AT VARIOUS CITY BUILDINGS

BID #: SC-0057-22 **OPEN DATE:** 3/9/2022

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUBLIC BUILDINGS

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

NUMBER OF BIDS INVITED: 7 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the second renewal option with Duval Glass and Mirror, Inc. in the not-to-exceed expenditure amount of $75,000.00. Total revised not-to-exceed award amount will be $436,750.00. Period of service will be from March 24, 2024 through March 23, 2025 with two (2) one (1) year renewal options remaining.

Funding for this award will be encumbered from various agency accounts and processed via Purchase Order(s).

ATTACHMENTS: Recommendation Memo, Supplier's Letter, Term of Agreement, Previous Awards

ANALYST: _____
DAVID KLAGES

RESPECTFULLY SUBMITTED: _____
DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: ROY BIRBAL, CHIEF, PUBLIC BUILDINGS DIVISION

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE 2/15/2024

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 2/16/24

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____
Karen Bowling
~~Chief Administrative~~ Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02

Docusign Envelope ID: 6A6BEE0C-7A5F-4633-959E-E728A6699DD5

SUBJECT: GLASS, DOOR, AND WINDOW REPAIR/REPLACEMENT SERVICES AT VARIOUS CITY BUILDINGS

BID #: SC-0057-22 **OPEN DATE: 2022-03-09**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT- THE TERM OF THIS AGREEMENT WILL BE ONE (1) YEAR FROM THE DATE OF AWARD WITH FOUR (4), ONE (1) YEAR RENEWAL OPTIONS.

AGENCY: PUBLIC BUILDINGS

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

NUMBER OF BIDS INVITED: 7 **NUMBER RECEIVED: 1** **OTHER: 0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the first renewal option with Duval Glass and Mirror, Inc. in the estimated annual amount of $200,000 00 The total revised not-to-exceed amount is $361,750.00 Period of service will be from March 24, 2023 through March 23, 2024, with three (3) one (1) year renewal options remaining

Funding for this award will be encumbered by Purchase Order Agreement dependent on funding and location served.

ATTACHMENTS: Recommendation Memo, Agency Email, Vendor Letter, Previous Award

ANALYST: JACLYN STAMOS **RESPECTFULLY SUBMITTED:** DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Roy Birbal, Chief, Public Buildings Division

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

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

OTHER:

ACTION OF AWARDING AUTHORITY DATE 3/9/23

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

Docusign Envelope ID: 6A6BEE0C-7A5F-4633-959E-E728A6699DD5

SUBJECT: GLASS, DOOR, AND WINDOW REPAIR/REPLACEMENT SERVICES AT VARIOUS CITY BUILDINGS

BID #: SC-0057-22 **OPEN DATE: 2022-03-09**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT- THE TERM OF THIS AGREEMENT WILL BE ONE (1) YEAR FROM THE DATE OF AWARD WITH FOUR (4), ONE (1) YEAR RENEWAL OPTIONS.

AGENCY: PUBLIC BUILDINGS

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

NUMBER OF BIDS INVITED: 7 **NUMBER RECEIVED: 1** **OTHER: 0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to award Duval Glass and Mirror Inc. as the lowest responsive, responsible, and only bidder. Period of service shall be one (1) year from the date of award with four (4), one (1) year renewal options. The total award to Duval Glass and Mirror Inc. shall not exceed $161,750.00.

Funding for this award will be encumbered by Purchase Order Agreement dependent on funding and location served

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

ANALYST: _____ BRYAN MATUS

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Roy Birbal, Chief, Public Buildings Division

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 3/24/2022

Teresa R. Eubanks _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE 3/24/2022

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

Docusign Envelope ID: 6A6BEE0C-7A5F-4633-959E-E728A6699DD5

DUVAGLA-01 PALK

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 8/2/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Insurance Office of America
1 Sleiman Parkway
Suite 130
Jacksonville, FL 32216

CONTACT NAME: Debby Adams
PHONE (A/C, No, Ext): (904) 398-2916 FAX (A/C, No):
E-MAIL ADDRESS: debby.adams@ioausa.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Westfield Insurance Company	24112
INSURER B : FCCI Insurance Company	10178
INSURER C : Westchester Surplus Lines Insurance Company	10172
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Duval Glass & Mirror Inc
P.O. Box 60277
Jacksonville, FL 32236-0277

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT LOC OTHER:	X		CWP9924963	8/1/2023	8/1/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 500,000 $ 1,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY			CWP9924963	8/1/2023	8/1/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) PIP	$ 1,000,000 $ $ $ $ 10,000
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 0			CWP9924963	8/1/2023	8/1/2024	EACH OCCURRENCE AGGREGATE	$ 5,000,000 $ 5,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		WC0100058274-04	8/1/2023	8/1/2024	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
A	Equipment Floater			CWP9924963	8/1/2023	8/1/2024	Installation Floater	170,000
C	Pollution Commercial			G28193233 007	12/5/2022	12/5/2023	Pollution	2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Jones Lang LaSalle,Inc are Additional Insured regarding General Liability required by written contract.

CERTIFICATE HOLDER

City of Jacksonville
214 N Hogan St 11th Floor
Jacksonville, FL 32202

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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DUVAGLA-01 PALK

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 8/2/2023

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IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Insurance Office of America
1 Sleiman Parkway
Suite 130
Jacksonville, FL 32216

CONTACT NAME: Debby Adams
PHONE (A/C, No, Ext): (904) 398-2916 FAX (A/C, No):
E-MAIL ADDRESS: debby.adams@ioausa.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Westfield Insurance Company	24112
INSURER B : FCCI Insurance Company	10178
INSURER C : Westchester Surplus Lines Insurance Company	10172
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Duval Glass & Mirror Inc
623 Westbrook Road
Jacksonville, FL 32209-7443

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT LOC OTHER:	X	X	CWP9924963	8/1/2023	8/1/2024	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 500,000
							MED EXP (Any one person)	$ 1,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY	X	X	CWP9924963	8/1/2023	8/1/2024	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
							PIP	$ 10,000
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 0	X	X	CWP9924963	8/1/2023	8/1/2024	EACH OCCURRENCE	$ 5,000,000
							AGGREGATE	$ 5,000,000
								$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	X	WC0100058274-04	8/1/2023	8/1/2024	X PER STATUTE OTH-ER	
							E.L. EACH ACCIDENT	$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
A	Equipment Floater			CWP9924963	8/1/2023	8/1/2024	Installation Floater	170,000
C	Pollution Commercial	X	X	G28193233 007	12/5/2022	12/5/2023	Pollution	2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Job: Bid CF-187-19 PTDF Replacement of 80 Windows

City of Jacksonville and City's members, officials, officers, employees and agents are additional insured under the General Liability, Automobile Liability, Pollution Liability and Pollution Legal Liability on a primary/non-contributory basis when required by written contract. Waiver of subrogation is granted to City of Jacksonville and City's members, officials, officers, employees and agent under the General Liability, Automobile Liability, Pollution Liability, Pollution Legal Liability and Workers Compensation when required by written contract. Umbrella follows form.

SEE ATTACHED ACORD 101

CERTIFICATE HOLDER

City of Jacksonville
117 W. Duval Street, Ste 335
Jacksonville, FL 32202

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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AGENCY CUSTOMER ID: DUVAGLA-01 PALK

LOC #: 1

ADDITIONAL REMARKS SCHEDULE

AGENCY Insurance Office of America	NAMED INSURED Duval Glass & Mirror Inc 623 Westbrook Road Jacksonville, FL 32209-7443 Duval
POLICY NUMBER SEE PAGE 1	
CARRIER SEE PAGE 1 — NAIC CODE SEE P 1	EFFECTIVE DATE: SEE PAGE 1

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations/Locations/Vehicles:
Pollution Liability/Pollution Legal Liability: $2,000,000 Aggregate

30 day notice of cancellation to The City of Jacksonville applies all policies.

Installation Floater list The City of Jacksonville its members, officials, officials, officers, employees and agents as loss payee.

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