Docusign Envelope ID: 318D9EAF-5203-46DF-AA59-C854948C1694

City of Jacksonville, Florida
Procurement Award Form (PAF)

Part 1: Form Type JPAC Award Request and Administrative Details

Goods and/or Services: ITB-15753-24 (JSC-0421-24) Landscape Maint. Svcs. for City Road ROW-South Service Area 1

Requested Action/Authority:

Recommend approval to reject two bidders per the attached memo. Recommend approval of award to J&D Maintenance and Services of North Florida, LLC as the lowest responsive, responsible bidder in the not-to exceed award amount of $3,648,288.10 for the initial 2-year period. Period of service will be January 1, 2025 through December 31, 2027 with two (2) two-year renewal options.

Justification/Explanation:

See attached Memorandum. Funding will be encumbered by individual releases against a POA dependent on funding, the appropriate account, and fiscal year dependent on funds being appropriated by the City in the fiscal year beginning October 1, 2024.

Legal Contract #:	TBD	Contract Date:	01/01/2025	Change Order/AMD #:	N/A	
PO/Release #:	TBD	Bid Date:	07/17/2024	Awarded Supplier:	J&D Maintenance and Svcs of N. FL	
Licenses Verified:	Yes	Effective Date:	09/26/2024	Basis of Award:	LPTA	
Federally Funded:	N/A	No. Invited:	172	Responses Received:	7	Attachments:
Solicitation:	ITB - 15753 - 24			Procurement Contract #:	POA - TBD	
Executed By:	Office of General Counsel					

PoP:Base:	2 years	Options:	two, two-year renewal options	Extension(s):	N/A
JSEB Rec.:	Set aside	%:	100	Bonds Waived Pursuant To:	N/A

Fund:	00000	Center:	000000	Acct:	000000	Proj:	00000000	Activity:	00000000	$	3,648,288.10
Fund:		Center:		Acct:		Proj:		Activity:		$	
Fund:		Center:		Acct:		Proj:		Activity:		$	

New NTE/GMP:	$ 3,648,288.10	Contingent Amount:	$ 0	DMP/ODPO Amount:	$ 0

Using Agency/BU:	PWML:MOWING_AND_LANDSCAPE_MAINTENANCE			
Concurrence:	Signed by: Perry, Russell 929E4774266149F...	Title:	MOWING AND LANDSCAPE CONTRACT MANAGER	8/26/2024
Concurrence:	Signed by: McDaniel, Dave 041C4F173D4A4A0...	Title:	CHIEF OF MOWING AND LANDSCAPE MAINTENANCE	8/26/2024
Concurrence:	DocuSigned by: Nina Sicker 1EFA223D5D23487...	Title:	DIRECTOR OF PUBLIC WORKS	9/5/2024
Concurrence:		Title:		

Procurement Analyst/Buyer:	Signed by: David Klages 72F42AB443D04B7...	Chief of Procurement:	DocuSigned by: B19F1D517352456... 9/23/2024
Name:	David Klages	Name:	Dustin L. Freeman

Part 2: JPAC Actions on Above Requests/Recommendations
All Award Actions Subject to Lawfully Appropriated Funds

Members Who Approve:	
Members Who Disapprove:	
Other Action:	

Date:

Part 3: Final Awarding Authority Action

Action:

Date:

Signature:

Docusign Envelope ID: 318D9EAF-5203-46DF-AA59-C854948C1694

PAF Instructions

Form Type: Select the type of award from the dropdown options. This form will be used for all Procurement awards (Administrative Awards and JPAC Requests).

Goods and/or Services: Enter a brief description of the types of goods and services included in the request.

Requested Action/Authority: Enter a brief description of the requested action or authority being sought. i.e.; *request permission to award to the lowest, responsive responsible bidder for ITB or award the highest ranked supplier for an RFP*.

Justification/Explanation: Enter a brief justification or explanation for the requested action. Use this box to add any additional information such as additional account strings, or other information essential for contract execution.

Legal Contract Number: Provide the existing City contract number if applicable. This will be the same number as your POA number.

Contract Date: Select the effective date for the contract using the calendar option in the form. Leave blank for contracts to become effective on the execution date.

Change Order/AMD #: Provide the applicable Change Order or Amendment number represented by this request.

Date: Enter the date of PAF submission.

Effective Date: Enter the effective date of requested authority and/or action.

Solicitation: Select the competitive procurement method used (1Cloud generated prefix), enter the 1Cloud generated numbering sequence, and 1Cloud generated fiscal year of solicitation

Basis of Award: Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA),

Procurement Contract #: This is your PO number. Select Type, Enter Number

PO/Release Number: Enter PO Release Number

Awarded Supplier: Enter Awarded Supplier Name

Federally Funded: Select yes or no from dropdown if Federal Funds will be used.

Responses Received: This is the number of responses received.

No Bids Received: The number of responses received that indicated supplier would not bid.

Executed By: Select whether executed by OGC or JPAC / Chief of Procurement

PoP Base: Select the Period of Performance for the initial period.

Options: Period for each renewal period i.e. one (1) two (2) year.

Docusign Envelope ID: 318D9EAF-5203-46DF-AA59-C854948C1694

Extensions: How many extensions have we preformed after the initial base period and option periods have been completed?

JSEB Goal: Select the percentage established by JSEB.

JESB Other: Select Encouragement or Set Aside Option

Bonds Waived Pursuant to: Select authority allowing bonds to be waived.

Funding Source: Fund/Center/Account/Project/Activity, all fields are required even if zeros.

New NTE/GMP: Enter the new total not to exceed the amount. Note, this should match the contract maximum indebtedness, if applicable**.**

Contingent Amount: If your agency requests an allowance for unforeseen additional expenses, then specify the amount of your requested increase and new NTE that represents the contingency allowance. This is over and above any quote.

DMP/ODPO Amount: Enter the total Direct Materials Purchase/Owner Direct Purchase Order amount for project.

Attachments: Name any attachments included as supplemental information to the PAF.

Using Agency/BU: This should be the requesting agency/requirement owner.

Concurrence: Electronic Signature

Title: Enter the title of person electronically signing form.

**Any fields where there is no data available, or no entry is required, either leave it blank or enter N/A. Any fields where there is known data, include for informational purposes. Any changes to an original award should contain the data that is being changed and any other relevant data required for JPAC review and approval.*

Docusign Envelope ID: 318D9EAF-5203-46DF-AA59-C854948C1694

City of Jacksonville, Florida

Donna Deegan, Mayor

Department of Public Works

Mowing & Landscape Maintenance Division
609 St. Johns Bluff Road, N.
Jacksonville, FL 32225
(904) 255-4299
Jacksonville.gov

A NEW DAY.

M E M O R A N D U M

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

THRU: **Nina Sickler, Director**
Public Works Department

FROM: **Dave McDaniel, Chief**
Mowing and Landscape Maintenance Division

SUBJECT: **Recommendation to Award – JSC-0421-24 (ITB-15753-24)**
J&D Maintenance and Services of North Florida, LLC
Landscape Maintenance Services for City Road Right-of-Ways – South Service Area 1

DATE: **August 22, 2024**

The Department of Public Works, Mowing and Landscape Maintenance Division recommends approval to reject A Sanctuary House of N. FL Inc. and A Real Unique Enterprise LLC for not meeting the minimum supplier qualification of successfully completing a year-long accumulative commercial landscape maintenance contract(s) or a City, County, or State right-of-way mowing contract(s) in the last year with a minimum annual (per year) aggregate billing value of one million dollars ($1,000,000.00) where all work billed was for landscape maintenance services or City, County, or State right-of-way mowing only.

Recommend approval of award to J&D Maintenance and Services of North Florida, LLC as the lowest responsive, responsible bidder in the not-to exceed award amount of $3,648,288.10 for the initial 2-year period of 10/01/2024 – 09/30/2026 with two, 2-year renewal options.

cc: Tammy Duggan, Public Works Contracts & Finance Manager

Docusign Envelope ID: 318D9EAF-5203-46DF-AA59-C854948C1694

Bid Tabulation
Landscape Maintenance Services for City Road Right-of-Ways - South Service Area 1

Solicitation	ITB-15753-24 (JSC-0421-24)
Close Date	July 17, 2024
Invited Suppliers	172
Will Participate	25
Responded	7
Analyst	David Klages

Line #	Description	Supplier	Rank	Response Price
1	TOTAL BASE BID (PART "A" + PART "B")	A Sanctuary House of N. FL Inc	1	N/A
1	TOTAL BASE BID (PART "A" + PART "B")	A Real Unique Enterprise LLC	2	N/A
1	TOTAL BASE BID (PART "A" + PART "B")	J&D Maintenance and Services of North Florida LLC	3	$ 1,824,144.05
1	TOTAL BASE BID (PART "A" + PART "B")	LawnCrafters LLC	4	$ 1,953,393.81
1	TOTAL BASE BID (PART "A" + PART "B")	K & J Lawn Care, LLC	5	$ 1,974,609.19
1	TOTAL BASE BID (PART "A" + PART "B")	GreenWay Lawn and Landscape	6	$ 2,004,553.86
1	TOTAL BASE BID (PART "A" + PART "B")	ONAS Corporation	7	$ 4,941,098.47
Line #	**Description**	**Supplier**	**Rank**	**Response Price**
2	ALTERNATE TOTAL	A Sanctuary House of N. FL Inc	1	N/A
2	ALTERNATE TOTAL	A Real Unique Enterprise LLC	2	N/A
2	ALTERNATE TOTAL	J&D Maintenance and Services of North Florida LLC	3	$ 1,721,258.40
2	ALTERNATE TOTAL	K & J Lawn Care, LLC	4	$ 1,726,803.00
2	ALTERNATE TOTAL	LawnCrafters LLC	5	$ 1,862,762.55
2	ALTERNATE TOTAL	GreenWay Lawn and Landscape	6	$ 1,889,636.55
2	ALTERNATE TOTAL	ONAS Corporation	7	$ 2,958,823.20

Docusign Envelope ID: 318D9EAF-5203-46DF-AA59-C854948C1694

A. Solicitation Overview

A.1. Scope of Work

The Mowing and Landscape Maintenance Divison of the City of Jacksonville, Florida is currently accepting bids to obtain source(s) of supply for the item(s)/service(s) as outlined 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)/service(s) and to obtain pricing commitments for Landscape Maint. Services for City Road Right-of-Ways - South Service Area 1 as listed in the bid documents.

A.2. Award

Award will be **ALL OR NONE** to the lowest responsive, responsible bidder(s) subject to the Buy American Preference clause described below. Bidders must bid on all items to be considered for award. The City reserves the right to reject any or all bids. **ALL** awards are subject to the availability of funds.

A.3. Term of Agreement

The period of service will be for the initial period of two years, with two, two-year renewal options. Renewal options subject to approval with supplier and City of Jacksonville.

A.4. 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. The City reserves the right to add or delete items during the contract period. The City will order on an as needed basis.

Docusign Envelope ID: 318D9EAF-5203-46DF-AA59-C854948C1694

A NEW DAY.

September 20, 2024

To: Dustin L. Freeman, Chief
Procurement Division

From: Gregory Grant, EBO/JSEB Administrator
LaRoy Covington, Business Compliance Analyst
Equal Business Opportunity Office / Jacksonville Small & Emerging Business Program

Re: JSC-0421-24 Landscape Maintenance Services for City Road Right-of-Ways - South Service Area 1

The Equal Business Opportunity Office has reviewed the lowest bidder/ proposer for compliance with the Jacksonville Small and Emerging Business (JSEB) program. Based upon the review, and the areas of certification, the lowest bidder/proposer is **A Sanctuary House of N. FL Inc.** with a total bid of **$1,394,885.75.** Based upon review the lowest bidder/proposer **does NOT** meet the requirement of successfully completing a year-long accumulative commercial landscape maintenance contract(s) or a City, County, or State right-of-way mowing contract(s) in the last year with a minimum annual (per year) aggregate billing value of one million dollars ($1,000,000.00) where all work billed was for landscape maintenance services or City, County, or State right-of-way mowing only.

The Equal Business Opportunity Office has reviewed the lowest bidder/ proposer for compliance with the Jacksonville Small and Emerging Business (JSEB) program. Based upon the review, and the areas of certification, the second lowest bidder/proposer is **A Real Unique Enterprise LLC** with a total bid of **$ 1,463,010.62.** Based upon review the lowest bidder/proposer **does NOT** meet the requirement of successfully completing a year-long accumulative commercial landscape maintenance contract(s) or a City, County, or State right-of-way mowing contract(s) in the last year with a minimum annual (per year) aggregate billing value of one million dollars ($1,000,000.00) where all work billed was for landscape maintenance services or City, County, or State right-of-way mowing only.

The Equal Business Opportunity Office has reviewed the lowest bidder/ proposer for compliance with the Jacksonville Small and Emerging Business (JSEB) program. Based upon the review, and the areas of certification, the third lowest bidder/proposer is **J&D Maintenance and Services of North Florida LLC** with a total bid of **$ 1,824,144.05** which **does** meet the JSEB goal of utilizing 100% JSEB.

Our review efforts are documented and available upon request. Please let us know if you have any questions or concerns. I can be reached at (904) 255-8833.

cc: Dave Klages
Gregory Grant

Docusign Envelope ID: 318D9EAF-5203-46DF-AA59-C854948C1694

Klages, David - AFPS

From: Klages, David - AFPS
Sent: Friday, September 20, 2024 12:44 PM
To: A Real Unique Enterprise LLC
Subject: Bid Rejections Letters for South Service Area 1, South Service Area 2, and Stormwater Treatment Ponds
Attachments: Bid Rejection - A Real Unique Enterprise.pdf; Bid Rejection - A Real Unique Enterprise.pdf; Bid Rejection - A Real Unique Enterprise.pdf

Mr. Robinson:
Please see the attached bid rejection letters for the following solicitations:

- ITB-15753-24 (JSC-0421-24) Landscape Maintenance Services for City Road Right-of-Ways - South Service Area 1
- ITB-15754-24 (JSC-0422-24) Landscape Maintenance Services for City Road Right-of-Ways - South Service Area 2
- ITB-15792-24 (SC-0427-24) Citywide Mowing of Stormwater Treatment Ponds

Please feel free to call if you have any questions.

Thank you,

David R. Klages
Purchasing Analyst
City of Jacksonville | Procurement Division
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Phone: (904) 255 – 8813
Email: dklages@coj.net

A New Day.
Jacksonville.gov

Please click on the links below for any of the following for Bids and Awards:

For Bidding Opportunities: COJ.net - Bidding Opportunities (Including Capital Improvement and Design/Build)
For COJ weekly award intentions: COJ.net - Agendas and Minutes
For bid award information: Procurement Division (coj.net)
For Public Records: COJ Public Records (govqa.us)

Docusign Envelope ID: 318D9EAF-5203-46DF-AA59-C854948C1694

A NEW DAY.

City of Jacksonville, Florida

Donna Deegan, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
(904) 630-CITY; www.jacksonville.gov

NOTIFICATION OF RECOMMENDED BID REJECTION

Date: September 20, 2024

Via Email: arealuniquelcs@yahoo.com

Company Name: A Real Unique Enterprise LLC

Address: P.O. Box 17124, Jacksonville, FL 32245

Contact Name: Isidore Robertson

Bid No: ITB-15753-24 (JSC-0421-24)

Title: Landscape Maintenance Services for City Road Right-of-Ways - South Service Area 1

Date Closed: July 17, 2024

Reason for Recommended Bid Rejection: For being non-responsive; specifically, for not meeting the minimum supplier qualification of performing one million dollars ($1,000,000.00) worth of work in the last year where all work billed was for landscape maintenance services or City, County, or State right-of-way mowing only.

If you wish to protest the recommended rejection of this bid, please respond in accordance with the City of Jacksonville's bid protest procedures and email a copy to the City Purchasing Analyst associated with the protested bid.

Note: This intended action is only a recommendation to the appropriate Awarding Authority. The authority recommending award for this bid is the Jacksonville Procurement Awards Committee scheduled for **Thursday, September 26, 2024 at 1:00 p.m.**

Purchasing Analyst's Signature: _____
David Klages, Purchasing Analyst

Docusign Envelope ID: 318D9EAF-5203-46DF-AA59-C854948C1694

Klages, David - AFPS

From: Klages, David - AFPS
Sent: Friday, September 20, 2024 12:49 PM
To: hattenj@att.net
Subject: Bid Rejections Letters for South Service Area 1, South Service Area 2, and Stormwater Treatment Ponds
Attachments: Bid Rejection - A Sanctuary House of N FL.pdf; Bid Rejection - A Sanctuary House of N FL.pdf; Bid Rejection - A Sanctuary House of N FL.pdf

Mr. Hatten:
Please see the attached bid rejection letters for the following solicitations:

- ITB-15753-24 (JSC-0421-24) Landscape Maintenance Services for City Road Right-of-Ways - South Service Area 1
- ITB-15754-24 (JSC-0422-24) Landscape Maintenance Services for City Road Right-of-Ways - South Service Area 2
- ITB-15792-24 (SC-0427-24) Citywide Mowing of Stormwater Treatment Ponds

Please feel free to call if you have any questions.

Thank you,

David R. Klages
Purchasing Analyst
City of Jacksonville | Procurement Division
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Phone: (904) 255 – 8813
Email: dklages@coj.net

A New Day.
Jacksonville.gov

Please click on the links below for any of the following for Bids and Awards:

For Bidding Opportunities: COJ.net - Bidding Opportunities (Including Capital Improvement and Design/Build)
For COJ weekly award intentions: COJ.net - Agendas and Minutes
For bid award information: Procurement Division (coj.net)
For Public Records: COJ Public Records (govqa.us)

Docusign Envelope ID: 318D9EAF-5203-46DF-AA59-C854948C1694

A NEW DAY.

City of Jacksonville, Florida

Donna Deegan, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
(904) 630-CITY; www.jacksonville.gov

NOTIFICATION OF RECOMMENDED BID REJECTION

Date: September 20, 2024

Via Email: hattenj@att.net

Company Name: A Sanctuary House of N. FL, Inc.

Address: 1521 Romney Street, Jacksonville, FL 32211

Contact Name: Jasper Hatten

Bid No: ITB-15753-24 (JSC-0421-24)

Title: Landscape Maintenance Services for City Road Right-of-Ways - South Service Area 1

Date Closed: July 17, 2024

Reason for Recommended Bid Rejection: For being non-responsive; specifically, for not meeting the minimum supplier qualification of performing one million dollars ($1,000,000.00) worth of work in the last year where all work billed was for landscape maintenance services or City, County, or State right-of-way mowing only.

If you wish to protest the recommended rejection of this bid, please respond in accordance with the City of Jacksonville's bid protest procedures and email a copy to the City Purchasing Analyst associated with the protested bid.

Note: This intended action is only a recommendation to the appropriate Awarding Authority. The authority recommending award for this bid is the Jacksonville Procurement Awards Committee scheduled for **Thursday, September 26, 2024 at 1:00 p.m.**

Purchasing Analyst's Signature: _____
David Klages, Purchasing Analyst