Docusign Envelope ID: 06C09943-082D-45BA-920D-89625165711D

City of Jacksonville, Florida
Procurement Award Form (PAF)

Part 1: Form Type JPAC Award Request and Administrative Details

Goods and/or Services: P-20-24: Urban Forestry Management Plan

Requested Action/Authority:

Recommend approval of award to Davey Resource Group, Inc. as the highest-ranking firm. Period of service will be until project completion. Total not-to-exceed award amount will be $500,000.00.

Justification/Explanation:

Permission was granted to enter into contract negotiations with Davey Resource Group, Inc. as the highest-ranking firm (see attached award). Contract negotiations have concluded and resulted in a mutual agreement.

Legal Contract #:	N/A	Contract Date:	09/26/2024	Change Order/AMD #:	N/A	
PO/Release #:	TBD	Bid Date:	06/11/2024	Awarded Supplier:	Davey Resource Group	
Licenses Verified:	N/A	Effective Date:	09/26/2024	Basis of Award:	Highest Evaluated	
Federally Funded:	No	No. Invited:	2	Responses Received:	2	Attachments:
Solicitation:	RFP-NONCON P-20 - 24			Procurement Contract #:	POA - TBD	
Executed By:	Procurement					

PoP:Base:	Project Completion	Options:	N/A	Extension(s):	N/A
JSEB Rec.:	Encouragement	%:	0	Bonds Waived Pursuant To:	N/A

Fund:	32111	Center:	153101	Acct:	565051	Proj:	010384	Activity:	00000000	$	500,000.00
Fund:		Center:		Acct:		Proj:		Activity:		$	
Fund:		Center:		Acct:		Proj:		Activity:		$	

New NTE/GMP:	$ 500,000.00	Contingent Amount:	$ 00	DMP/ODPO Amount:	$ 0

Using Agency/BU:	PDOD:OFFICE_OF_THE_DIRECTOR			
Concurrence:	Signed by: Blanco, Bob BE73CD99AB8744C...	Title:	PLANNING SERVICES MANAGER	9/16/2024
Concurrence:		Title:		
Concurrence:		Title:		
Concurrence:		Title:		

Procurement Analyst/Buyer:	Signed by: David Klages 2E820995264D4AE...	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:

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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.

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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.*

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City of Jacksonville, Florida
Procurement Award Form (PAF)

Part 1: Form Type ADMIN Award Request: Renewals, Extensions, and Unit Price Increases (within NTE)

Goods and/or Services: P-20-24 Urban Forestry Management Plan

Requested Action/Authority:

Request to proceed with contract and price negotiations for top scoring firm -- Davey Resource Group Inc.

Justification/Explanation:

The proposals received for the Urban Forestry Management Plan RFP were scored by a representative of the Office of Resilience, Parks Department, and Public Works Department and Davey Resource Group Inc. received the top score.

Legal Contract #:	TBD	Contract Date:	08/01/2024	Change Order/AMD #:	N/A	
PO/Release #:	TBD	Bid Date:	06/11/2024	Awarded Supplier:	Davey Resource Group Inc.	
Licenses Verified:	N/A	Effective Date:	07/25/2024	Basis of Award:	Highest Evaluated	
Federally Funded:	No	No. of Bids:	2	Responses Received:	2	Attachments:
Solicitation:	RFP-NONCON P-20 - 24			Procurement Contract #:	PO - TBD	
Executed By:	Procurement					

PoP:Base:	Project Completion	Options:	N/A	Extension(s):	N/A
JSEB Rec.:	Encouragement	%:	0	Bonds Waived Pursuant To:	N/A

Fund:	32111	Center:	153101	Acct:	565051	Proj:	010384	Activity:	00000000	$	500000
Fund:		Center:		Acct:		Proj:		Activity:		$	
Fund:		Center:		Acct:		Proj:		Activity:		$	

New NTE/GMP:	$ unknown	Contingent Amount:	$ 0	DMP/ODPO Amount:	$ 0

Using Agency/BU:	PDOD:OFFICE_OF_THE_DIRECTOR			
Concurrence:	Signed by: Blanco, Robert BE73CD39AB8744C...	Title:	PLANNING SERVICES MANAGER	7/19/2024
Concurrence:		Title:		
Concurrence:		Title:		
Concurrence:		Title:		

Procurement Analyst/Buyer:	Signed by: David Klages 2E820995264D4AE...
Name:	David Klages
Procurement Manager:	Signed by: Robert Waremburg 4912CA1D431247A...
Name:	Robert Waremburg
Chief of Procurement:	DocuSigned by: B19F1D517352456...
Name:	Dustin L. Freeman