SUBJECT: AVIATION FUEL

BID #: SC-0403-14 **OPEN DATE: 01/15/2014**

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: JACKSONVILLE SHERIFF'S OFFICE

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

NUMBER OF BIDS INVITED: 5 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to utilize the fourth and final renewal options to World Fuel Services, Inc., dba Ascent Aviation Group, Inc., for the period of services of February 5, 2018 through February 4, 2019. The annual estimated expenditure for the renewal period is $100,000.00 for Jacksonville Sheriff's Office and to include $15,000.00 for Mosquito Control Division. Total annual expenditure not-to-exceed $875,000.00.

Funding for this award is to be encumbered by account SHPO011CAAV-05216-$100,000.00: ERMC011-05216-$15,000.00 to be executed by purchase order.

Attachments: Recommendation Memos, Vendors Memo, Terms & Conditions, Previous Awards

Analyst: Marleen Doran
MARLEEN DORAN

RESPECTFULLY SUBMITTED: Laine Pearson
For GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: MIKE BRUNO, DIRECTOR OF PATROL & ENFORCEMENT

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

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Jacksonville Sheriff's Office

Duval County, Florida

Mike Williams, Sheriff

501 E. Bay Street
Jacksonville, FL 32202

To: Gregory Pease
Chief of Procurement

Thru: Bill Clement, CPA
Chief of Budget & Management

01/24/18 13:53:45
Procurement Division

From: Mike Bruno MDB
Director of Patrol & Enforcement

Subject: SC-0403-14 Aviation Fuel Renewal Recommendation

Date: January 18, 2018

We are recommending approval to exercise the fourth and final renewal option on bid SC-0403-14 with World Fuel Services, Inc., dba Ascent Aviation Group, Inc., for Aviation Fuel for the period from February 5, 2018, through February 4, 2019. The estimated not to exceed expenditure amount for the renewal period is $100,000.00. The revised estimated total not to exceed expenditure amount is $860,000.00. Attached is notification from the vendor indicating their intent to renew the award under the same terms and conditions. The funding source for this purchase is SHPO011CAAV – 05216.

Please let me know if you require any additional information. Thank you for your assistance.

Doran, Marleen

From: Baines, Deidra B. <Deidra.Baines@jaxsheriff.org>
Sent: Tuesday, January 23, 2018 1:54 PM
To: Doran, Marleen
Cc: Pearson, Daniel; Nunziato, Christine; Lam, Rosie
Subject: RE: Aviation Fuel

Marleen,

I contacted Rosie Lam and the Jacksonville Sheriff's Office agrees to allow the Neighborhoods Department Mosquito Control Division to add $15,000.00 to award SC-0403-14 on index is ERMC011 – 05216. We also agree to add the $15,000.00 to MBPO403843 under there own department line once the award is processed.

Let me know if you have any questions.

Deidra Baines
Procurement Manager
Budget & Management Division
Jacksonville Sheriff's Office
Police Memorial Building
Phone - (904) 630-5970
E-Mail – Deidra.Baines@jaxsheriff.org

Please note that under Florida's very broad public records law, e-mail communications to and from city officials are subject to public disclosure.

From: Doran, Marleen [mailto:MDoran@coj.net]
Sent: Tuesday, January 23, 2018 11:59 AM
To: Baines, Deidra B.
Subject: FW: Aviation Fuel

Can you read below....I am not sure what to do here?

From: Nunziato, Christine
Sent: Monday, January 22, 2018 2:22 PM
To: Lam, Rosie

Cc: Doran, Marleen; Pearson, Daniel
Subject: FW: Aviation Fuel

Hi Rosie. Marleen Doran is the Analyst for JSO (the agency where the Aviation fuel award originated). By copy of this email I will ask her to contact JSO to see if Neighborhoods can be added to the existing blanket purchase order. Thank you.

Chrissy Nunziato
Manager of Purchasing Services, Asst.
Finance and Administration Department
Procurement Division
City of Jacksonville
214 N. Hogan St
Jacksonville, FL 32202
Ph. 904.255.8813
Fax 904.255.8837
Email: cnunziato@coj.net

CITY OF JACKSONVILLE

****** Please note that under Florida's very broad public records law, email communications to and from city officials are subject to public disclosure. ******

From: Pearson, Daniel
Sent: Monday, January 22, 2018 1:49 PM
To: Lam, Rosie; Nunziato, Christine
Cc: Pearson, Kenneth
Subject: Re: Aviation Fuel

Chrissy, please have analyst review and complete.

Sent from my HTC EVO 4G LTE exclusively from Sprint

----- Reply message -----
From: "Lam, Rosie" <Rosie@coj.net>
To: "Pearson, Daniel" <Pearson@coj.net>
Cc: "Pearson, Kenneth" <KPearson@coj.net>
Subject: Aviation Fuel
Date: Mon, Jan 22, 2018 10:02 AM

Good morning Dan,

We would like to add our agency to the Master Blanket so we can purchase aviation fuel for our helicopters. In 2014 we granted permission from JSO to be able to use their master blanket to purchase aviation fuel. Can you direct us to the buyer who's handling this commodity so we can get information how to go about adding our agency to the Master Blanket.

Thanks

Rosie A. Lam
Administrative Aide
City of Jacksonville | Neighborhoods Department
Mosquito Control Division
1321 Eastport Road
Jacksonville, FL 32218
Direct (904) 696-4374 Ext. 222
www.rosie@coj.net

Baines, Deidra B.

From: Michael Miller <mmiller@wfscorp.com>
Sent: Friday, January 19, 2018 2:42 PM
To: Baines, Deidra B.
Cc: Lisa Earnshaw
Subject: FW: Bid SC-0403-14 Aviation Fuel with the City of Jacksonville Renewal
Attachments: SC-0403-14-3rd Renewal Aviation Fuel.pdf

Dear Ms. Baines,

I am the Southeast Sales Manager for World Fuel Services and on behalf of World Fuel Services, Inc., dba Ascent Aviation Group, Inc., I am acknowledging our wish to renew the award for Aviation Fuel with the City of Jacksonville, with the same terms and conditions, through February 4. 2019.

Please send me a response with your acknowledgement of my renewal.

From this point forward, please use my contact information.

If you would not mind, please let me know if the contacts shown below are still contacts.

Name
David Anderson
Linda Hinson
Henry K.
Rosie Lam
Kathy Nasworthy

Thank you,

Michael Miller

Michael Miller
Sales Executive

tel: 813-498-6651
cel:813-784-4658
fax:813-498-6701

World Fuel Services
3000 Bayport Drive
Suite 470
Tampa, FL 33607

mmiller@wfscorp.com
www.WorldFuel.com

From: Baines, Deidra B. [mailto:Deidra.Baines@jaxsheriff.org]
Sent: Tuesday, January 16, 2018 2:07 PM

To: Lisa Earnshaw; John A. Stafford
Subject: [EXTERNAL]Bid SC-0403-14 Aviation Fuel with the City of Jacksonville Renewal

Mr. Stafford,

On February 5, 2014, World Fuel Services, Inc., dba Ascent Aviation Group, Inc., was awarded bid SC-0403-14 Aviation Fuel for the Jacksonville Sheriff's Office with the City of Jacksonville for a one year period beginning on February 5. Purchase order number PO403843 was issued to cover the expenditures. The award also included an option for four (4) one (1) year renewals. It is now time for the 4th renewal option to be processed. If you wish to renew the award for the Aviation Fuel with the City of Jacksonville with the same terms and conditions for the period from February 5, 2018, through February 4, 2019, please respond to this e-mail with a confirmation. I am attaching a copy of the last renewal award for your review. Please let me know if you have any questions.

Thanks,

Deidra Baines
Procurement Manager
Budget & Management Division
Jacksonville Sheriff's Office
Police Memorial Building
Phone - (904) 630-5970
E-Mail – Deidra.Baines@jaxsheriff.org

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*** This communication has been sent from World Fuel Services Corporation or its subsidiaries or its affiliates for the intended recipient only and may contain proprietary, confidential or privileged information. If you are not the intended recipient, any review, disclosure, copying, use, or distribution of the information included in this communication and any attachments is strictly prohibited. If you have received this communication in error, please notify us immediately by replying to this communication and delete the communication, including any attachments, from your computer. Electronic communications sent to or from World Fuel Services Corporation or its subsidiaries or its affiliates may be monitored for quality assurance and compliance purposes.***

TERMS AND CONDITIONS

AVIATION FUEL

1. SCOPE

The Jacksonville Sheriff's Office Aviation Unit 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 aviation fuel as listed in the bid documents.

2. AWARD

Award will be ALL OR NONE to the lowest responsive, responsible bidder offering the lowest total price calculated using the +/- differential to Oil Price Information Service (OPIS) as specified in section eight (8) of the terms and conditions. Bidders must bid on all items to be considered for award. ALL awards are subject to the availability of funds.

3. TERM OF AGREEMENT

The term of the agreement is for one (1) year from date of award with four (4) one (1) year renewal options. Renewal Options may be exercised at the discretion of the City based on supplier performance and adherence to the terms and conditions set forth in the bid documents.

4. PRE-BID CONFERENCE:

Not applicable.

5. COMPLIANCE WITH SPECIFICATIONS:

The bidder, by affixing their signature to the bid form submitted, agrees to provide item(s)/service(s) in accordance with the bid documents provided. Bid only a single offering for each bid item. Multiple offerings, alternates (unless stated) and or stipulations may be cause for bid rejection. Bid only on forms provided herein unless otherwise stated. Bid submissions shall be in ink or typewritten. All corrections must be initialed.

6. STATE CONTRACTS:

The City reserves the right to utilize contracts established by the State of Florida and or other governmental agencies for item(s)/service(s) covered under this bid. The city reserves the right to cancel this contract in whole or in part for such item(s)/service(s).

7. 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.

8. PRICES:

All unit prices shall include freight, delivery and handling charges to the delivery location as outlined in the bid documents.

All prices shall exclude Federal Taxes, but shall include State Taxes and Inspection Fees.

All prices quoted will be FOB terminal.

Prices under the Contract will change based upon this clause only: The basis for change is the Oil Price Information Service (OPIS), Commercial Airline Jet Fuel Ranges. The applicable price will be the average contract price for East/Gulf Coast. The change is calculated weekly effective each Tuesday and is based on the day the fuel is picked up by the supplier. The weekly total fuel price is thus calculated using the OPIS figure plus or minus the awarded price differential.

If, as a result of legislation, rule-making, rate-making, or any related act of a legislative or regulatory body subsequent to bid opening, the Contractor's cost of supplying aviation fuel increases, the Contractor may request a change in price by furnishing the Chief of Procurement, with sufficient documentation showing the direct effect on the Contractor's cost. Price adjustments for the aforementioned reasons will not occur more than once a month after the opening date.

9. ESCALATION / DE-ESCALATION:

Not applicable.

10. DELIVERY:

Delivery will be made to JSO Aviation Unit at Craig Airport at 855 St. Johns Bluff Road N, Jacksonville, FL 32225. The City reserves the right to add or remove delivery locations as necessary.

A packing list shall accompany all shipments, which shall indicate, at a minimum, the following; purchase order number, item number and description, date of shipment, quantity ordered and shipped, unit prices, and unit of measure.

11. PICK UP AND RETURNS:

The City reserves the right to return an order in whole or in part if the merchandise is not in compliance with the bid specifications. The City or its agencies will determine compliance with bid specifications. Pick up and returns will be made within 48 hours of notification at no charge to the City or its agencies.

12. SUPPLIER ACCESSIBILITY:

The City or its representative must be able to contact, during normal business hours, by telephone or email any supplier providing goods or services to the city or its agencies. Any supplier accessibility requirements outlined in the specifications supersede this section.

13. REPORTING:

The City may request, during the term of this bid, reports including but not limited to; usage, pricing, and delivery. Suppliers will be required to provide reports requested in hard copy and electronic format as required.

14. INVOICING:

Invoices will be issued once supplies/services are delivered and/or rendered to the City of Jacksonville or its agencies. When invoicing, a copy of the Oil Price Information Service (OPIS) for East/Gulf Coast published price list on day of delivery must be enclosed with each invoice, with price used highlighted. At a minimum, invoices must include; purchase order number, item number and description, date of shipment, quantity ordered and shipped, unit prices, unit of measure, and extended totals. Payment terms are Net 30 days. All original invoices shall be submitted to: City of Jacksonville, General Accounting Division, 117 West Duval Street, Suite 375, Jacksonville, Florida 32202.

NOTE: Vendor must provide the necessary forms to exempt the City of Jacksonville from Federal Excise Tax.

15. INSURANCE / INDEMNIFICATION:

Each supplier shall maintain, for the entire term of this bid, current insurance coverage as stated in the bid documents. All insurance certificates shall list the City of Jacksonville as an additional insured. Bidder must provide a copy of the insurance certificate within ten (10) days of award notice. The bid number should be listed on the insurance certificate.

SUBJECT: AVIATION FUEL

BID #: SC-0403-14 **OPEN DATE: 01/15/2014**

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: SHERIFF'S OFFICE

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

NUMBER OF BIDS INVITED: 5 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to utilize the third (3rd) of four renewal options to World Fuel Services, Inc., dba Ascent Aviation Group, Inc., for the period of services of February 5, 2017 through February 4, 2018. The annual estimated expenditure for the renewal period is $100,000.00. Total annual expenditure not-to-exceed $760,000.00.

Funding for this award to be encumbered by account SHPO011CAAV-05216 to be executed by purchase order.

Attachments: Recommendation Memo, Vendors Memo, Previous Awards

Analyst: STEVEN BURAKOWSKI **RESPECTFULLY SUBMITTED:** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Michelle Cook, Director of Patrol and Enforcement

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 1/19/17

OTHER:

ACTION OF AWARDING AUTHORITY DATE 1/19/17

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For Mayor Jerry Curry
Parking Authority of
Executive Order No. 2017-05

SUBJECT: AVIATION FUEL

BID #: SC-0403-14 **OPEN DATE: 01/15/2014**

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: SHERIFF'S OFFICE

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

NUMBER OF BIDS INVITED: 5 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to utilize the second (2nd) of four renewal options to World Fuel Services, Inc., dba Ascent Aviation Group, Inc., for the period of services of February 5, 2016 through February 4, 2017. The annual estimated expenditure for the renewal period is $220,000.00. Total annual expenditure not-to-exceed $660,000.00.

Funding for this award to be encumbered by account SHIN011HSAV-05216 to be executed by purchase order.

Attachments: Recommendation Memo, Vendors Memo, Previous Awards

Analyst: KATHERINE NASWORTHY **RESPECTFULLY SUBMITTED:** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Ray Walden, Director of Patrol and Enforcement

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING ____ DATE: 1/14/16

OTHER: ____

ACTION OF AWARDING AUTHORITY DATE 1/14/16

APPROVED ✓ DISAPPROVED ____

OTHER ____

SIGNATURE OF AUTHENTICATION ____

Sam E. Mousa
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of
Executive Order No. 2015-05

SUBJECT: AVIATION FUEL

BID #: SC-0403-14 **OPEN DATE: 01/15/2014**

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: SHERIFF'S OFFICE

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

NUMBER OF BIDS INVITED: 5 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to utilize the first of four renewal options to World Fuel Services, Inc., dba Ascent Aviation Group, Inc., for the period of services of February 5, 2015 through February 4, 2016. The annual estimated expenditure for the renewal period is $220,000.00. Total annual expenditure not-to-exceed $440,000.00.

Funding for this award to be encumbered by account SHIN011HSAV-05216 to be executed by purchase order.

Attachments: Recommendation Memo, Terms and Conditions, Tabulation Sheet

Analyst: KATHERINE NASWORTHY **RESPECTFULLY SUBMITTED:** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Tom Hackney, Director of Investigation and Homeland Security

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING ____ DATE: 01/15/15

OTHER: ____

ACTION OF AWARDING AUTHORITY DATE 1/26/15

APPROVED ✓ DISAPPROVED ____

OTHER ____

SIGNATURE OF AUTHENTICATION ____

Cleveland Ferguson III
Deputy Chief Administrative Officer
For: Mayor Alvin Brown
Under Authority of:
Executive Order No. 2015-01

SUBJECT: **AVIATION FUEL**

BID# SC-0403-14 OPEN DATE: **1/15/2014**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:

SUPPLY CONTRACT-ONE (1) YEAR FROM DATE OF AWARD WITH FOUR (1) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: **SHERIFF**

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

NUMBER OF BIDS INVITED **5** NUMBER RECEIVED **2** OTHER **1**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval of award to the lowest responsive, responsible bidder, World Fuel Services, Inc., dba Ascent Aviation Group, Inc. The initial term of the award is for one year from date of award, with four (4) one (1) year renewal options. The estimated annual expenditure not to exceed $220,000.00.

Funding for this award to be encumbered by account SHIN011HSAV-05216 to be executed by Purchase Order(s).

Attachments: 1) Recommendation Letter; 2) Tabulation Sheet; 3) Terms and Conditions

BUYER: KATHERINE NASWORTHY RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: **MICHAEL WILLIAMS, DIRECTOR OF INVESTIGATION AND HOMELAND SECURITY**

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING _____ DATE: 01/30/14

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE: 2/5/14

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Karen Bowling
Chief Administrative Officer
For: Mayor Alvin Brown
Under Authority of:
Executive Order No. 2013-04

FORM GB-108, Revised 12/2007