SUBJECT: JANITORIAL SUPPLIES - CITYWIDE

BID #: SC-0288-19 **OPEN DATE: 2018-12-19**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
SUPPLY CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PROCUREMENT DIVISION

BASIS OF AWARD: BY GROUP TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER(S)

NUMBER OF BIDS INVITED: 11 **NUMBER RECEIVED:** 6 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase Southeastern Paper Group's price for Group 2, Item 13 (BAG, BROWN PAPER: 57 LBS, 12 x 7 x 17, 57# KRAFT DURO OR EQUIVALENT) from $23.27 per bundle to $40.84 per bundle due to a pricing error on the part of the vendor. Total award expenditure not-to-exceed amount shall be unchanged ($660,000.00).

Funding for this award to be encumbered by various accounts and executed by purchase order(s).

Attachments: Recommendation Memo; Email Correspondence; Vendors' Bid Submittals

Analyst: _____ **RESPECTFULLY SUBMITTED:** _____
DAVID KLAGES
GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Greg Pease, Chief Procurement Division

(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 _____

PROCUREMENT DIVISION

Jacksonville
Where Florida Begins.

TO: Gregory Pease, Chief, Procurement Division

FROM: David Klages, Purchasing Analyst DK

DATE: March 20, 2019

SUBJECT: SC-0288-19 Citywide Janitorial Supplies

Awarded vendor, Southeastern Paper Group, erroneously under-bid Item 13 in Group 2 (BAG, BROWN PAPER: 57 LBS, 12 x 7 x 17, 57# KRAFT DURO OR EQUIVALENT). The estimated annual quantity is 125 bundles. Vendor mistakenly bid $23.27 per bundle when in fact he meant to bid $40.84 per bundle. As a point of reference, the other bid prices received for this line item were $52.06 per bundle and $55.86 per bundle.

Vendor is unable to honor the bid price. Allowing the vendor to raise the price for this item would still result in a savings for the City vs. soliciting quotes from other vendors based on the pricing provided by the two other vendors that offered pricing for this line item.

Funding to be encumbered by Purchase Order issued by various City agencies.

Thank you for your assistance and consideration in this matter.

Klages, David

From: John Farhat <john.farhat@sepapergroup.com>
Sent: Monday, March 18, 2019 4:55 PM
To: Klages, David
Subject: RE: Please give me a call to discuss the following (SC-0228-19 - Group 2, Item 13)

EXTERNAL EMAIL: This email originated from a non-COJ email address. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

David: Apparently we transposed the wrong cost on this item. As it stands now the company will not ship this item way below cost. Could we get some relief on this item so we can ship. The price needs to be $40.84/case. The Sheriff's Office is going to send a PO for 60cs. We cannot ship this item below cost. Need some help .
Thank you,

John Farhat
Sales Consultant
Sales Department
Southeastern Paper Group
Phone: 1-800-632-1296 Ext.3202
Mobile: 904-705-2882
Fax: 904-786-4468
john.farhat@sepg.com

-----Original Message-----
From: Klages, David <DKlages@coj.net>
Sent: Monday, March 18, 2019 4:32 PM
To: John Farhat <john.farhat@sepapergroup.com>
Subject: FW: Please give me a call to discuss the following (SC-0228-19 - Group 2, Item 13)

Good afternoon John. Regarding your statement below and your request to correct the bid price, errors in bidding and price increases are addressed in the bid documents...

General Conditions:
14. ERRORS IN BIDS: Bidders or their authorized representatives are expected to fully inform themselves as to the conditions, requirements, and specifications before submitting bids; failure to do so will be at the bidder's own risk and he cannot secure relief on the plea of error. Neither law nor regulations make allowance for errors either of omission or commission on the part of bidders. In case of error in extension of prices in the bid, the unit price will govern.

Terms and Conditions:
8. ESCALATION/DE-ESCALATION
All pricing submitted shall remain firm for the initial term period. Upon renewal (if applicable), a supplier may submit in writing a request for price escalation/de-escalation for the percentage of change as listed in the Consumer Pricing Index

(CPI) and/or documentation notifying of an industry wide increase. The City reserves the right to decline any price increase request.

Unfortunately there is nothing we can do to allow the change in pricing other than base an increase on the CPI during contract renewal.

I apologize that we can't be more accommodating.

If you have any questions, please feel free to call.

Sincerely,

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

-----Original Message-----
From: John Farhat <john.farhat@sepapergroup.com>
Sent: Monday, March 18, 2019 11:25 AM
To: Fleming, Chelsey <CFleming@coj.net>
Subject: Please give me a call to discuss the following

EXTERNAL EMAIL: This email originated from a non-COJ email address. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

Chelsey:
On Bid #SC-0288-19 -- Janitorial Supplies - Citywide, it has been brought to my attention that item #13 Bag, Brown Paper: 57 lbs, 12 x 7 x 17 57# Kraft Duro or Equivalent (500 per bundle) on the Group 2 - Janitorial Products was bid incorrectly and the bid is way below our cost. The price should be $40.84 not $23.27.
The price you paid last year for this item was over $50.00 Please let me know what can be done to make this correction.
Please call to discuss

Thank you,

John Farhat
Sales Consultant
Sales Department
Southeastern Paper Group
Phone: 1-800-632-1296 Ext.3202
Mobile: 904-705-2882
Fax: 904-786-4468
john.farhat@sepg.com

Klages, David

From: Klages, David
Sent: Tuesday, March 19, 2019 4:51 PM
To: Baker, George; Davis, Cindy; Baines, Deidra B. (Deidra.Baines@jaxsheriff.org)
Subject: SC-0288-19 Citywide Janitorial Supplies - Group 2, Item 13

Good afternoon everybody. The awarded vendor for this solicitation, Southeastern Paper Group, erroneously under-bid Item 13 in Group 2 (BAG, BROWN PAPER: 57 LBS, 12 x 7 x 17, 57# KRAFT DURO OR EQUIVALENT). The estimated annual quantity is 125 bundles. The vendor mistakenly bid $23.27 per bundle when in fact he should have bid $40.84 per bundle. As a point of reference, the other bid prices we received for this line item were: $52.06 per bundle and $55.86 per bundle. Allowing the vendor to raise the price for this item would still result in a savings for the City vs. soliciting quotes from other vendors based on the pricing provided by the two other vendors that responded to this Invitation To Bid.

The Procurement Division intends to proceed with a GGAC award recommendation to allow the vendor to increase the pricing for Group 2, Item 13 to $40.84 per bundle in order to save the City the extra cost of utilizing another vendor's pricing.

If you have any questions, please feel free to call.

Sincerely,

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

CITY OF JACKSONVILLE

Southeastern Paper Group

Item	Product Description	Description of Item Offered (Bidders Must Include Brand & Item No.)	Estimated Annual Qty.	UOM	Unit Price	Ext. Total
11	BUCKET: 10 QT. GALVANIZED - IMPACT 410	Manufacture Offered: Impact Item Offered: 410	2	EA	14.93	29.86
12	BAG, BROWN PAPER: 6 LBS, 6 x 3 5/8 x 11 1/16, 6# KRAFT DURO OR EQUIVALENT : NOTE: 500 PER BUNDLE	Manufacture Offered: Duro Item Offered: 6lb	34	BD	13.94	473.96
★ 13	BAG, BROWN PAPER: 57 LBS, 12 x 7 x 17, 57# KRAFT DURO OR EQUIVALENT NOTE: 500 PER BUNDLE	Manufacture Offered: Duro Item Offered: #57 71012	125	BD	23.27	2908.75
14	BAG, BROWN PAPER: 16 LBS, 7 3/4 x 4 13/16 x 16, 16# KRAFT AJM OR EQUIVALENT: NOTE: 500 PER BUNDLE	Manufacture Offered: Duro Item Offered: #16 18405	1	BD	18.61	18.61
15	BAG, BROWN PAPER: 25 LBS, 8 1/4 x 5 1/4 x 18, 25# KRAFT DURO: NOTE: 500 PER BUNDLE	Manufacture Offered: Duro Item Offered: #25 18421	40	BD	23.78	951.12
Group 2 16	DUST MOP HEAD: 24", LOOPED END - RUBBERMAID J15 TRAPPER RBM NO SUBSTITUTIONS	Manufacture Offered: Rubbermaid Item Offered: J15	48	EA	15.83	759.84
17	DUST MOP HEAD FRAME: 24", RUBBERMAID M253 NO SUBSTITUTIONS	Manufacture Offered: Rubbermaid Item Offered: FGM253	24	EA	4.99	119.76
18	DUST PAN, PLASTIC: 12 LB, RUBBERMAID FG2005 RBM	Manufacture Offered: Impact Item Offered: #700	29	EA	2.83	82.07
19	HANDLE: BROWN, WOOD THREADED, 15/16" x 60": ABCO 01102	Manufacture Offered: Odell Item Offered: 0860	2	EA	3.53	7.06
20	HANDLE, MOP: FIBERGLASS, SPEED CHANGE, 1" x 60": ABCI 01206-NB	Manufacture Offered: Rubbermaid Item Offered: FGH-146	24	EA	8.58	205.92
21	HANDLE, MOP: QUICK CHANGE , METAL HEAD 52": ABCO 01202-NB	Manufacture Offered: Odell Item Offered: C-9	38	EA	6.64	252.32

Supply Works

Item	Product Description	Description of Item Offered (Bidders Must Include Brand & Item No.)	Estimated Annual Qty.	UOM	Unit Price	Ext. Total
11	BUCKET: 10 QT. GALVANIZED - IMPACT 410	Manufacture Offered: IMPACT Item Offered: #410	2	EA	68.32	136.64
12	BAG, BROWN PAPER: 6 LBS, 6 x 3 5/8 x 11 1/16, 6# KRAFT DURO OR EQUIVALENT : NOTE: 500 PER BUNDLE	Manufacture Offered: DURO Item Offered: DUR18406	34	BD	18.18	618.12
13	BAG, BROWN PAPER: 57 LBS, 12 x 7 x 17, 57# KRAFT DURO OR EQUIVALENT NOTE: 500 PER BUNDLE	Manufacture Offered: DURO Item Offered: DUR 80076	125	BD	52.06	6507.50
14	BAG, BROWN PAPER: 16 LBS, 7 3/4 x 4 13/16 x 16, 16# KRAFT AJM OR EQUIVALENT: NOTE: 500 PER BUNDLE	Manufacture Offered: DURO Item Offered: DUR 18416	1	BD	24.13	24.13
15	BAG, BROWN PAPER: 25 LBS, 8 1/4 x 5 1/4 x 18, 25# KRAFT DURO: NOTE: 500 PER BUNDLE	Manufacture Offered: DURO Item Offered: DUR18424	40	BD	32.63	1305.20
16	DUST MOP HEAD: 24", LOOPED END - RUBBERMAID J15 TRAPPER RBM NO SUBSTITUTIONS	Manufacture Offered: RUBBERMAID Item Offered: RCPJ 15300 YL	48	EA	14.28	685.44
17	DUST MOP HEAD FRAME: 24", RUBBERMAID M253 NO SUBSTITUTIONS	Manufacture Offered: RUBBERMAID Item Offered: RCPM2530000	24	EA	4.44	106.56
18	DUST PAN, PLASTIC: 12 LB, RUBBERMAID FG2005 RBM	Manufacture Offered: RENOWN Item Offered: REN05135	29	EA	2.59	75.11
19	HANDLE: BROWN, WOOD THREADED, 15/16" x 60": ABCO 01102	Manufacture Offered: ABCO Item Offered: JP2[illegible]9602	2	EA	2.44	4.88
20	HANDLE, MOP: FIBERGLASS, SPEED CHANGE, 1" x 60": ABCI 01206-NB	Manufacture Offered: RENOWN Item Offered: REN02607	24	EA	11.80	283.20
21	HANDLE, MOP: QUICK CHANGE , METAL HEAD 52": ABCO 01202-NB	Manufacture Offered: ABCO Item Offered: ABP 01202-NB	38	EA	2.98	113.24

Franco Services

Item	Product Description	Description of Item Offered (Bidders Must Include Brand & Item No.)	Estimated Annual Qty.	UOM	Unit Price	Ext. Total
11	BUCKET: 10 QT. GALVANIZED - IMPACT 410	Manufacture Offered: IMPACT Item Offered: 410	2	EA	21.06	42.12
12	BAG, BROWN PAPER: 6 LBS, 6 x 3 5/8 x 11 1/16, 6# KRAFT DURO OR EQUIVALENT : NOTE: 500 PER BUNDLE	Manufacture Offered: GEN MANUFACTURING Item Offered: GK6-500	34	BD	14.03	477.02
* 13	BAG, BROWN PAPER: 57 LBS, 12 x 7 x 17, 57# KRAFT DURO OR EQUIVALENT NOTE: 500 PER BUNDLE	Manufacture Offered: GEN MANUFACTURING Item Offered: SK1657	125	BD	55.86	6,970.00
14	BAG, BROWN PAPER: 16 LBS, 7 3/4 x 4 13/16 x 16, 16# KRAFT AJM OR EQUIVALENT: NOTE: 500 PER BUNDLE	Manufacture Offered: GEN MANUFACTURING Item Offered: GK16-500	1	BD	26.79	26.79
15	BAG, BROWN PAPER: 25 LBS, 8 1/4 x 5 1/4 x 18, 25# KRAFT DURO: NOTE: 500 PER BUNDLE	Manufacture Offered: GEN MANUFACTURING Item Offered: GK25-500	40	BD	33.43	1,337.20
16	DUST MOP HEAD: 24", LOOPED END - RUBBERMAID J15 TRAPPER RBM NO SUBSTITUTIONS	Manufacture Offered: RUBBERMAID Item Offered: FGJ15300	48	EA	17.08	819.84
17	DUST MOP HEAD FRAME: 24", RUBBERMAID M253 NO SUBSTITUTIONS	Manufacture Offered: RUBBERMAID Item Offered: FGM253000000	24	EA	3.53	84.72
18	DUST PAN, PLASTIC: 12 LB, RUBBERMAID FG2005 RBM	Manufacture Offered: RUBBERMAID Item Offered: FG2005	29	EA	2.96	85.84
19	HANDLE: BROWN, WOOD THREADED, 15/16" x 60": ABCO 01102	Manufacture Offered: ABCO Item Offered: 01102	2	EA	2.72	5.44
20	HANDLE, MOP: FIBERGLASS, SPEED CHANGE, 1" x 60": ABCI 01206-NB	Manufacture Offered: ABCO Item Offered: 01206-NB	24	EA	7.64	183.36
21	HANDLE, MOP: QUICK CHANGE , METAL HEAD 52": ABCO 01202-NB	Manufacture Offered: ABCO Item Offered: 01202-NB	38	EA	7.19	273.22