**SUBJECT: SEPTIC & SEWER SYSTEMS PUMP OUT SERVICES**

**BID #:** SC-0459-14 **OPEN DATE:** 2014-04-09

**GENERAL GOVERNMENT AWARDS COMMITTEE**

**KIND AND BASIS OF CONTRACT: SERVICE CONTRACT- ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS**

**AGENCY: PUBLIC BUILDINGS**

**BASIS OF AWARD: ALL OR NONE**

**NUMBER OF BIDS INVITED:** (8) **NUMBER RECEIVED:** (1) **OTHER** (0)

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**
Recommend approval to increase award with A-1 Waste Management, in the amount of $100,000.00, to continue providing unexpected repairs, septic tank lift station pump-out services that arise periodically at various City of Jacksonville locations. Total estimated annual expenditure amount will be $210,000.00, for a revised total award amount not-to-exceed $565,540.00.

The funding source will be determined by building and fiscal year and executed by Purchase Order.

Attachments: Recommendation Memo, Previous Award(s)

**ANALYST:** _____ MARILYN LAIDLER **RESPECTFULLY SUBMITTED** _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

**CONCURRENCE BY: ROY BIRBAL, CHIEF, PUBLIC BUILDINGS DIVISION**

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**(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 _____

# City of Jacksonville, Florida

ONE CITY ONE JACKSONVILLE

Department of Public Works
Public Buildings Division
555 W. 44th St.
Jacksonville, FL 32208
(904) 255-4343
www.coj.net

**TO:** Greg W. Pease, Chief

Procurement Division

**THRU:** John P. Pappas, P. E., Director

**FROM:** Roy Birbal, Chief

**DATE:** November 13, 2017

**SUBJECT: REQUEST** BID # SC-0459-14 SEPTIC TANK & LIFT STATION PUMP-OUT SVCS - INCREASE

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The Division of Public Buildings recommends approval to increase the award with A-1 Waste Management to continue providing unexpected repairs, septic tank lift station pump-out services that arise periodically at various City of Jacksonville locations.

The total requested increase in award amount of $100,000.00. The revised total contract amount will be $565,540.00. There is no money to be encumbered directly by this increase request. All funding will be encumbered by individual purchase orders dependent upon the location and funding source.

Your assistance in concurring with this recommendation for the respective award would be appreciated. If you have any questions or need additional information regarding this request, please contact Trina Serrano at 904-255-4342.

Attachments: Proposal
Previous Award

cc: Roy Birbal, Chief
cc: Marilyn Laidler, Procurement Analyst
cc: Ann Brackin, Public Works Contracts & Finance Manager
cc: Trina Serrano - Contract Administrator

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## 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, set-up, tear-down, and all labor charges to the delivery location when needed.

## 9. 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.**

## 10. DELIVERY

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. At a minimum, invoices must include;

# TERMS AND CONDITIONS

## SEPTIC AND SEWER SYSTEM PUMP OUT SERVICES

### 1. SCOPE

The **Public Buildings Division** 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 **Septic and Sewer System Pump Out Services** as listed in the bid documents.

### 2. AWARD

Award will be **ALL OR NONE** to the lowest responsive, responsible bidder. 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 this agreement is for one (1) year from date of contract award with three (3) 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 condition set forth in the bid documents.

### 4. PRE-BID CONFERENCE

A **MANDATORY** pre-bid meeting will be held on Monday, March 17, 2014 at 10 a.m. in the Ed Ball Building, 214 N. Hogan St., 8th Floor, Room 853, Jacksonville, FL 32202.

### 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).

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.

## 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. The award vendor is required to submit the certification of insurance within ten (10) days from receipt of award notification, include bid number on certificate.

SUBJECT: **SEPTIC & SEWER SYSTEMS PUMP OUT SERVICES**

**BID# SC-0459-14** OPEN DATE: **2014-04-09**

## GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:

**SERVICE CONTRACT- ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENWAL OPTIONS**

AGENCY: **PUB BLDGS**

BASIS OF AWARD: **ALL OR NONE**

NUMBER OF BIDS INVITED **8** NUMBER RECEIVED **1** OTHER **0**

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**

Recommend approval to utilize the third and final renewal option with A-1 Waste Management, Inc., for the period of service from May 13, 2017 through May 12, 2018. Total estimated annual expenditure amount of $110,000.00, for a total revised award amount not-to-exceed $465,540.00.

Funding for this award to be executed by various accounts depending upon location and processed by individual Purchase Orders.

Attachments: Recommendation Memo, Vendor Letter, Previous Awards

BUYER: Marilyn Laidler
MARILYN LAIDLER

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: **Roy Birbal, Interim Chief, Public Buildings Division**

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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: 3/16/17

Teresa R. Eichner _____ OTHER: _____

_____ _____

_____ _____

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ACTION OF AWARDING AUTHORITY DATE: 3/16/17

MR APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

FORM GB-108, Revised 12/2007

SUBJECT: SEPTIC & SEWER SYSTEMS PUMP OUT SERVICES

~~BID #: SG-0459-14~~

OPEN DATE: 4/9/14

GENERAL GOVERNMENT AWARDS COMMITTEE

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

AGENCY: PUB BLDGS

BASIS OF AWARD: ALL OR NONE

NUMBER OF BIDS INVITED (8) NUMBER RECEIVED (1) OTHER (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS.
Recommend approval to utilize the second renewal option with A-1 Waste Management, Inc. for the period of May 13 2016 through May 12, 2017 Total revised estimated annual expenditure in the amount of $110 000 00 for a not to exceed expenditure amount of $355 540 00

Funding Source: Various Accounts - To be encumbered by purchase orders

Attachments: Recommendation Memo, Vendor Letter and Previous Awards

BUYER: ANNETTE BURNEY

RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Luis Flores, Chief, Public Buildings Division

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING DATE 4/21/16

OTHER

ACTION OF AWARDING AUTHORITY DATE 4/21/16

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of
Executive Order No. 2013-05

**SUBJECT:** SEPTIC & SEWER SYSTEMS PUMP-OUT SERVICES

**BID #** SC-0459-14

**OPEN DATE:** 4 9 14

**GENERAL GOVERNMENT AWARDS COMMITTEE**

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

**AGENCY:** PUB BLDGS

**BASIS OF AWARD** ALL OR NONE

**NUMBER OF BIDS INVITED:** (8) **NUMBER RECEIVED** (1) **OTHER** (0)

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**
Recommend approval to increase the award with A-1 Waste Management Inc. in the amount of $70,000.00 to cover unexpected repairs Total revised estimated annual expenditure in the amount of $110,000.00 Total award not to exceed $245,540.00

Funding Source. PWPB5A1MAPR-03410 To be encumbered by purchase order

Attachments Recommendation Memo and Previous Awards

**BUYER:** ANNETTE BURNEY

**RESPECTFULLY SUBMITTED** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

**CONCURRENCE BY:** Luis Flores, Chief, Public Buildings Division

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

MEMBERS APPROVING MEMBERS DISAPPROVING DATE 07/09/14

OTHER

ACTION OF AWARDING AUTHORITY DATE

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION
Sam E Mousa
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of
Executive Order N[illegible]

SUBJECT SEPTIC & SEWER SYSTEMS PUMP-OUT SERVICES

BID# SC-0459-14 OPEN DATE 2014-04-09

## GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT

SERVICE CONTRACT - ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY. PUB BLDGS

BASIS OF AWARD ALL OR NONE

NUMBER OF BIDS INVITED 8 NUMBER RECEIVED 1 OTHER 0

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**

Recommend approval to utilize the first of three (3) renewal options with A-1 Waste Management, Inc. for the period of May 13 2015 through May 12, 2016. Total revised estimated annual expenditure in the amount of $40,000 00 for a total not to exceed expenditure in the amount of $175,540 00

Funding Source (FY15 - $10,000 00)
PWPBSA1MAPR-03410 - To be encumbered by purchase order

Attachments: Recommendation Memo, Vendor Letter, Previous Award

BUYER: ANNETTE BURNEY

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Luis F. Flores, Chief, Public Buildings Division

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING DATE 04/23

OTHER

ACTION OF AWARDING AUTHORITY DATE 4/27/11

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

FORM GB-108. Revised 12/2007

SUBJECT SEPTIC & SEWER SYSTEMS PUMP OUT SERVICES

BID# SC-0459-14 OPEN DATE 4/9/2014

## GENERAL GOVERNMENT AWARDS COMMITTEE

TERMS AND BASIS OF CONTRACT

SERVICE CONTRACT - ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY **PUB BLDGS**

BASIS OF AWARD **ALL OR NONE**

NUMBER OF BIDS INVITED 8 NUMBER RECEIVED 1 OTHER 0

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**

Recommend approval of award to A-1 Waste Management, Inc. to provide annual septic and sewer system pump-out services on an "as needed" basis for various City locations. Period of service is for one (1) year from date of award, with three (3) one (1) year renewal options. Total estimated annual expenditure in the amount of $135,540.00.

Funding for this award to be encumbered by the following account and to be executed by purchase order PWPB011SU 04938.

Attachments: Recommendation Memo, Tabulation, Terms and Conditions and Specifications

BUYER: Annette Burney
ANNETTE BURNEY

RESPECTFULLY SUBMITTED
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY **Luis F. Flores, Chief, Public Buildings Division**

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING DATE 05/02/14

OTHER

ACTION OF AWARDING AUTHORITY DATE

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

FORM GS-108 Revised 2/2007

| SC-0459-14 | A-1 Waste Mgmt | |
|---|---|---|
| 5/8/2014 | $135,540.00 | Award |
| 4/23/2015 | $40,000.00 | 1st Renewal |
| 8/6/2015 | $70,000.00 | Increase |
| 4/21/2016 | $110,000.00 | 2nd Renewal |
| 3/16/2017 | $110,000.00 | 3rd and Final Renewal |
| Pending | $100,000.00 | Increase |
| | | |

**$565,540.00 Total Award**