SUBJECT: ALUMINIZED METAL PIPE

BID #: SC-0126-19

OPEN DATE: 04/03/2019

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: RIGHT OF WAY & STORMWATER MAINTENANCE DIVISION

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

NUMBER OF BIDS INVITED: (14) **NUMBER RECEIVED:** (2) **OTHER:** (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject bid was awarded on 4/18/19 to Metal Culverts, Inc. in the amount of $75,000.00.

Recommend approval to utilize the first renewal option with Metal Culverts, Inc. in the annual expenditure amount of $75,000.00. Total revised award amount not-to-exceed $150,000.00. Period of service shall be April 18, 2020 through April 17, 2021 with one (1) one (1) year renewal option remaining.

This award shall be funded by account 44101-156002-552150 and processed via individual Purchase Order(s).

Attachments: Recommendation Memo, Contractor's Letter, Basis of Award, Previous Awards

Analyst: _____
DAVID KLAGES

RESPECTFULLY SUBMITTED: _____
for GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: STEVEN D. LONG, JR., P.E., CHIEF, RIGHT OF WAY AND STORMWATER MAINT. 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 _____

City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Right of Way & Stormwater Maintenance Division
609 St. Johns Bluff Road
Jacksonville, FL 32225
(904) 472-2900
www.coj.net

ONE CITY ONE JACKSONVILLE

TO: **Gregory W. Pease, Chief**
Procurement Division

THRU: **John P. Pappas, P.E., Director**
Department of Public Works

FROM: **Steven D. Long Jr., P.E., Chief**
Right of Way & Stormwater Maintenance Division

DATE: **March 6, 2020**

SUBJECT: **Request to renew award: Deliveries of aluminized metal pipe**
Vendor – Metal Culverts Inc.

Please be advised that contract SC-0126-19 is scheduled to expire on April 17, 2020. We request that the first renewal option be utilized for this contract. Metal Culverts Inc. has responded to our renewal request with confirmation that the prices will remain firm moving forward until 4/16/21 if approved. The estimated annual expenditure will be $75,000.00 with a new expenditure limit of $150,000.00. Master blanket releases will be funded from 44101 156002 552150 00000 00000000 00000 as needed during the contract period.

Attachment: Renewal confirmation from the current vendor

CC: Olive Wallace-Cohen, Buyer

Moody, Joshua

From: Michael Rackers <mike.rackers@metalculverts.com>
Sent: Thursday, March 5, 2020 3:39 PM
To: Moody, Joshua
Cc: Florida Admin
Subject: FW: Contract Renewal request with the City of Jacksonville

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.

Josh,

Metal Culverts, Inc. has reviewed the prices for Bid # SC-0126-19 and we will renew the contract for an additional year at the same prices and conditions.
Let us know what we need to do to complete the renewal.

Thanks for your business. We look forward to working with you in 2020.

Mike Rackers
Manager of Sales / Production Expediting

From: Florida Admin
Sent: Thursday, March 05, 2020 11:04 AM
To: Michael Rackers <mike.rackers@metalculverts.com>
Subject: FW: Contract Renewal request with the City of Jacksonville

Hi Mike,

Can you take a look at the below renewal for City of Jacksonville? They just want a response before sending over the renewal docs.

Metal Culverts Inc.
2148 Pine Forest Drive
CLEARWATER, FL 33764
Office: 727-531-1431
Fax: 727-531-1433

From: Moody, Joshua [mailto:MCClerk@coj.net]
Sent: Thursday, March 05, 2020 12:02 PM
To: Florida Admin <florida@metalculverts.com>
Subject: RE: Contract Renewal request with the City of Jacksonville

Hello Staycie,

All I actually need is just an email from Dale referencing the contract number (SC-0126-19) stating that Metal Culverts is willing to renew the contract at the current price/conditions and I can get the ball rolling from there. There isn't an actual signed document page needed since we use the electronic email address and the employee information as verification.

Thanks!

From: Florida Admin <florida@metalculverts.com>
Sent: Thursday, March 5, 2020 9:51 AM
To: Moody, Joshua <MCClerk@coj.net>
Subject: RE: Contract Renewal request with the City of Jacksonville

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.

Hi Josh,

Dale is traveling this morning and asked if you could send me the renewal page that requires or signature? You can also forward any additional documents related to the renewal so that we can get everything signed and back to you in a timely fashion.

Thank you again!

Staycie

Metal Culverts Inc.
2148 Pine Forest Drive
CLEARWATER, FL 33764
Office: 727-531-1431
Fax: 727-531-1433

From: Moody, Joshua [mailto:MCClerk@coj.net]
Sent: Thursday, March 05, 2020 8:46 AM
To: Florida Admin <florida@metalculverts.com>
Subject: Contract Renewal request with the City of Jacksonville

Good morning,

The current contract the City has with Metal Culvert (SC-0126-19) to supply us with aluminized metal pipe is currently set to expire on 4/17/20. We would like to utilize the first of two renewal options on this award and want to find out if Metal Culverts is willing to renew it at the current prices for another year. Please let me know if you need copies of any of the documentation of the award to review for your decision.

TERMS AND CONDITIONS

ALUMINIZED METAL PIPE

SCOPE

The Right of Way & Ground Maintenance division of the City of Jacksonville is currently accepting bids to obtain sources of supply for the items as outlines 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) and to obtain pricing commitments for ***Aluminized Metal Pipe*** as listed in the bid documents.

AWARD

The award will be ***ALL OR NONE,*** based on the sum of Groups one (1) through six (6), to the lowest responsible, responsive bidder. Bidders must bid on all items to be considered for the award. ALL awards are subject to the availability of funds.

TERMS OF AGREEMENT

The term of this agreement is one year from date of award, with two (2) 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.

PRE-BID CONFERENCE

N/A

COMPLIANCE WITH SPECIFICATIONS

The bidder, by affixing their signature to the bid form submitted, agrees to provide item(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.

STATE CONTRACTS

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

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.

PRICES

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

SUBJECT: ALUMINIZED METAL PIPE

BID #: SC-0126-19

OPEN DATE: 2018-04-03

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: RIGHT OF WAT & STORMWATER MAINTENANCE DIVISION

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

NUMBER OF BIDS INVITED: 14 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to Metal Culverts, Inc. as the lowest responsive, responsible bidder. Term shall be one (1) year from date of award with two (2) one (1) year renewal options.

Estimated initial expenditure not-to-exceed amount shall be $75,000.00.

Funding shall be encumbered by Master Blanket Purchase Order issued from index code PWGM461SW, Sub-Object 05215.

Attachments: Recommendation Memos; Bid Tabulation, Specifications, Vendor's Bid Proposal Form

Analyst: DAVID KLAGES

RESPECTFULLY SUBMITTED: 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 3 MEMBERS DISAPPROVING 0 DATE: 4-18-19

OTHER:

ACTION OF AWARDING AUTHORITY DATE 4/18/19

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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