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SUBJECT: GOLD STAR FAMILY PARKWAY LANDSCAPING, TEMPORARY IRRIGATION AND MAINTENANCE, PHASE 2

BID #: CS-0376-23 **OPEN DATE5/24/23**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – 2 YEARS FROM DATE OF EXECUTED CONTRACT.

AGENCY: MOWING AND LANDSCAPE MAINTENANCE DIVISION

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

NUMBER OF BIDS INVITED: 44 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the lowest responsive, responsible bidder, Fernandina Much & Stone, LLC DBA Liberty Landscape Supply, in the amount not-to-exceed $1,141,500.00. Period of service will be 2 years from date of contract execution.

Funding Source will be encumbered by individual releases against the appropriate purchase order agreement, dependent on funding, the appropriate account and fiscal year. A formal Contract will be executed through the Office of General Counsel.

ATTACHMENTS: Recommendation Memo, JSEB Memo, Bid Tabulation, and Terms and Conditions

ANALYST: _____
JACLYN STAMOS

RESPECTFULLY SUBMITTED: _____
DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: DAVE MCDANIEL, DIVISION CHIEF, MOWING AND LANDSCAPE MAINTENANCE 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
Mowing & Landscape Maintenance Division
609 St. Johns Bluff Road North
Jacksonville, FL 32225
(904) 255-4299
www.coj.net

ONE CITY. ONE JACKSONVILLE.

MEMORANDUM

TO: Dustin L. Freeman, Chief
Procurement Division

THRU: Steven D. Long, Jr., P.E., Director
Department of Public Works

FROM: Dave McDaniel, Chief
Mowing and Landscape Maintenance Division

DATE: May 26, 2023

SUBJECT: **RECOMMENDATION TO AWARD**
Bid name: Gold Star Family Parkway Tree Planting Services, Temporary Irrigation and Landscape Maintenance, Phase 2
Bid no: CS-0376-23
Open date: May 24, 2023
Award amount: $1,141,500.00

In response to the solicitation for bids for Gold Star Family Parkway Tree Planting Services, Temporary Irrigation and Landscape Maintenance, Phase 2, the Procurement Division received two (2) bids.

The Mowing and Landscape Maintenance Division has reviewed the two (2) bids and determined that the bidder, Fernandina Mulch & Stone, LLC DBA Liberty Landscape Supply, submitted the lowest, most responsive, and responsible bid in the amount of $1,141,500.00.

The bid has also been reviewed and approved by the EBO Office for compliance and assigned the Participation Percentage Plan with a JSEB goal of 20%.

Therefore, the Mowing and Landscape Maintenance Division recommends approval of award to Fernandina Mulch & Stone, LLC DBA Liberty Landscape Supply in the amount of $1,141,500.00.

An active business license was verified under the Florida Department of State website as shown below:

Fernandina Mulch & Stone, LLC Document Number: L13000039276

Funding for this award will be encumbered by individual releases against the appropriate purchase order agreement, dependent on funding, the appropriate account, and fiscal year.
A formal contract will be executed through the Office of General Counsel. The contract period will commence upon issuance of Notice to Proceed.

Please contact Jameka Smith at 255-4305 or via email jamekas@coj.net should you have any questions or require additional information concerning this recommendation.

Attachment: Bid Tabulation Sheet
EBO Office Memorandum

cc: Tammy Duggan, Public Works Contract and Finance Manager
John Ashe, Public Works Accounting Manager
Jaclyn Stamos, Purchasing Analyst
Jameka Smith, Landscape Architect
Justin Gearhart, City Arborist
Russell Perry, Mowing and Landscape Contract Manager
Jim Lange, Contract Administration Coordinator

Department of Finance and Administration
Procurement Division

CITY OF JACKSONVILLE

May 25, 2023

To: Dustin L. Freeman, Chief
Procurement Division

From: Dinah Coleman Mason, EBO/JSEB Administrator
LaRoy Covington, Business Analyst JC
Equal Business Opportunity Office / Jacksonville Small & Emerging Business Program

Re: SC-0376-23 Gold Star Family Parkway Landscaping, Temporary Irrigation and Maintenance Phase 2

The Equal Business Opportunity Office has reviewed the lowest bidder/ proposer for compliance with the Jacksonville Small and Emerging Business (JSEB) program. Based upon the review, and the areas of certification, the lowest bidder/proposer is **FERNANDINA MULCH & MORE, LLC DBA LIBERTY LANSSCAPE SUPPLY.** with a total bid of **$1,141,500.00.** Based upon review of the JSEB schedule of work, the letters of intent, and the areas of certification, the lowest bidders/proposers meet the goal by utilizing **20%** JSEB participation with the following JSEB:

JSEB	Area Commodity Codes	Amount
Allstar Irrigation Company	988.52	$238,772.00

Our review efforts are documented and available upon request. Please let us know if you have any questions or concerns. I can be reached at (904) 255-8833.

cc: Jaclyn Stamos
Dinah Coleman Mason

TITLE: GOLD STAR FAMILY PARKWAY TREE PLANTING AND TEMPORARY
BID NO.: CS-0376-23
OPEN DATE: 24 MAY 2023 @ 2 P.M.
ANALYST: JACLYN STAMOS
No. Invited: (44) No. Received (2) No Bids: (0)
Recorded By: MELISSA PEIRCE Announcer: Ben Kemp

ITEM	DESCRIPTION	EST. QTY	UNIT	C&L Landscape, Inc UNIT PRICE	C&L Landscape, Inc TOTAL COST	FERNANDINA MULCH AND STONE DBA LIBERTY SUPPLY UNIT PRICE	FERNANDINA MULCH AND STONE DBA LIBERTY SUPPLY EXTENDED TOTAL
1	Landscaping for the City of Jacksonville, Florida, subject to the Specifications, Drawings, Standard Specifications and Details, and Addenda thereto twenty four (24) months Maintenance/Warranty Period from Initial Acceptance by the City until Final Acceptance; including tree and landscape replacement, irrigation maintenance and providing irrigation water all in accordance with the Contract Documents.	1		$ 1,157,000.00	$ 1,157,000.00	$ 912,000.00	$ 912,000.00
2		1		$ 200,000.00	$ 200,000.00	$ 228,000.00	$ 228,000.00
3	Replacement of Unsuitable Soils (See Landscaping Specifications, Section 144.31 - 144.31 REPLACEMENT OF UNSUITABLE SOIL IN NEW TREE AND SHRUB PLANTING AREAS	10	CY	$ 250.00	$ 2,500.00	$ 150.00	$ 1,500.00
			GRAND TOTAL :	$	1,359,500.00	$	1,141,500.00
			Bid Form:	Y		Y	
			CONFLICT OF INTEREST:	Y		Y	
			JSEB PARTICIPATION 20%:	Y		Y	
			Bid Security Bonds:	Y		Y	
			PREBID ATTANDANCE:	Y		Y	
			INSURANCE:	Y		Y	
			ADDENDUMS (2) :	Y		Y	

TERMS AND CONDITIONS

1. SCOPE

Work consists of furnishing all labor, materials and equipment, and performing all operations necessary to install trees and other landscaping, and a temporary irrigation system, along the existing Gold Star Family Parkway, in accordance with the landscape plans, specifications and details. The work includes: selective clearing and grubbing of existing turf, excavation and preparation of tree pits and planting areas; planting; irrigation of trees; landscape maintenance for 24 months after Initial Acceptance by the City until Final Acceptance; and replacement of trees and landscaping not in conformance with the specifications during the maintenance period.

2. AWARD

Award will be **ALL OR NONE** to the lowest responsive, responsible bidder(s). Bidders must bid on all items to be considered for award. The City reserves the right to reject any or all bids. ALL awards are subject to the availability of funds.

3. TERM OF AGREEMENT

The term of this agreement will be initial landscaping and two (2) years of maintenance.

4. MINIMUM REQUIREMENTS

Bidders should submit or comply with the following requirements. Failure to submit any of these requirements may be grounds for rejection:

The Bidder/Contractor and named Subcontractor shall be companies located in Duval or a surrounding county and meet the following submittal requirements:

The Bidder/Contractor and named sub-contractors must meet the following project specific qualifications to be eligible to bid on this project. The Bidder must submit the requested information with the Bid. All submittals listed below shall be on Company letterhead signed by the Owner or Corporate Officer and dated. The Contract Manager reserves the right to inspect the business location and to confirm conformance with the specifications before awarding the Project.

1. Submit a list of private or governmental landscape installation projects with a contract value of at least $50,000 the Bidder and each proposed subcontractor has completed within the past 5-year period and projects currently under contract. Provide a separate list of projects for the bidder and each sub-contractor. Do not include landscape maintenance contracts in the project list. If the contract includes both landscape maintenance and landscape installation, delete the cost of landscape maintenance services from the contract amount. Include the following information for each project: project name; location and brief description of landscape installation work performed; beginning and ending date of work; dollar amount of its contract; owner of project and client's email and phone number. If the BIDDER performed the work as a sub-contractor, also include the Prime Contractor's name, email, and phone number.

2. Bidder and each of its proposed Subcontractors, at the time of the award, must each own, lease or rent a warehouse and/or outdoor storage yard to contain the equipment required by this contract, as well as have an interior office space, which can be part of the warehouse. The office and equipment storage must be at a location zoned for commercial or industrial

use in the city/county where it is located. The Bidder must have a local office located in Duval, St. Johns, Nassau, Baker or Clay County and have a local or toll free telephone number, cellphone number, and email address where Bidder may be contacted.

3. The Bidder must be able to obtain and maintain liability insurance as required by the City of Jacksonville.

4. Bidder and each of its proposed Subcontractors must have a current local business tax receipt from the city or county where the business is located.

5. All JSEBS submitted must be certified by the JSEB office in Commodity Codes: 988.52, 670.17 and/or 958.52

Failure to provide the documented evidence with the bid submittal will automatically disqualify the bid and result in rejection.

5. PRE-BID CONFERENCE

A mandatory pre-bid meeting and Site Visit has scheduled for this bid. Wednesday, May 10, 2023 at 1:00 p.m. held at the Mowing and Landscape Maintenance Division office, 609 St. Johns Bluff Road N., Jacksonville,FL 32225. Immediately following the Pre-Bid meeting will be a non-mandatory tour of the site.

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. The City reserves the right to add or delete items during the contract period. The City will order on an as needed basis.

8. 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 price, and unit of measure.

9. ESCALATION/DE-ESCALATION

All pricing submitted shall remain firm for the first year of the initial contract period. After the first year of the contract term, 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. PRICES

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

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. 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.

13. 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; purchase order number or contract 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: COJ1CloudInvoices@coj.net. The invoice email subject line **MUST BE**: inv_300000008806179. Invoices can also be submitted through the 1Cloud Supplier Portal.

14. 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 awarded supplier will be required to submit a copy of their Certificate of Commercial Liability Insurance within ten (10) days from the date of receipt of the award notice. Bid number shall be listed on certificate.

15. 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.

16. 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.