SUBJECT: **RFQ FOR COUNTYWIDE BRIDGE AND ROADWAY MAINT. CONSTRUCTION**

BID# RFQ-0045-17 OPEN DATE: **2016-12-14**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:

CONSTRUCTION SERVICE- FROM CONTRACT DATE THROUGH 09/30/18, WITH TWO (2) TWO (2) YEAR RENEWAL OPTIONS

AGENCY: **PUBLIC WORKS**

BASIS OF AWARD: **PRE-QUALIFICATIONS**

NUMBER OF BIDS INVITED 8 NUMBER RECEIVED 3 OTHER 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to pre-qualify the following three (3) bidders that have met all the criteria as specified in the bid documents; Callaway Contracting, Inc., Proshot Concrete, Inc., and; Underwater Mechanix Services, LLC. Period of service shall be from contract date through September 30, 2018, with two (2), two (2) year renewal options. Maximum indebtedness for each contractor will be $1,000,000.00 to be formally executed thru Office of General Counsel; and individual projects to be competitively bid by approved firms and awarded by purchase orders utilizing various accounts.

Attachments: Recommendation Memo, Bid Tabulation Sheet, Project Scope, Basis of Award

BUYER: _____ RESPECTFULLY SUBMITTED: _____

DANIEL PEARSON
for Marilyn Laidler

GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: **Tom Fallin, P.E., Chief, Engineering and Construction Management 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 _____

FORM GB-108, Revised 12/2007

DEPARTMENT OF PUBLIC WORKS

Jacksonville
Where Florida Begins.

December 19, 2016

TO: Gregory W. Pease,
Chief of Procurement

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

FROM: Tom Fallin, P. E., Chief
Engineering and Construction Management Division

SUBJECT: RECOMMENDATION OF AWARD

RE: Countywide Bridge and Roadway Maintenance Construction

Bid No.:	RFQ-0045-17
Bid Date:	December 14, 2016
Award Amount:	N/A

The Engineering Division has reviewed all bids received on the subject project for compliance with the contract documents. The purpose of this pre-qualification bid was to establish a list of qualified vendors to submit competitive sealed bids on various Countywide Bridge or Roadway Maintenance Construction projects throughout the City.

Therefore, the Engineering Division recommends that the project be awarded to the following:

A. Callaway Contracting, Inc.
B. Proshot Concrete, Inc.
C. Underwater Mechanix Services, LLC

The companies listed above have met all pre-qualification items, with respect to both financial and experience requirements, as mandated in the bid documents.

TF:lw

Attachments

cc: Gary Goldsberry, P.E., Project Manager, Paving & Drainage Design Section
Lori West, Engineering Contract Specialist
Cheryl Robinson, Procurement

N2

TITLE: REQUEST FOR QUALIFICATIONS FOR COUNTYWIDE BRIDGE AND ROADWAY MAINTENANCE CONSTRUCTION

BID NO. RFQ-0045-17 (PW)

OPEN DATE: DECEMBER 14, 2016 @ 2:00 PM

BUYER: MARILYN LAIDLER

No. Invited: (8) No. Received (3) No Bids: (0)

ITEM	DESCRIPTION	QTY	UNDERWATER MECHANIX SERVICES, LLC	CALLAWAY CONTRACTING, INC.	PROSHOT CONCRETE, INC.
	FIRM MUST BE A CERTIFIED GENERAL CONTRACTOR AND/OR UNDERGROUND UTILITY AND EXCAVATION CONTRACTOR IN THE STATE OF FLORIDA UNDER FLORIDA STATUE 489. PROVIDE ACCEPTABLE DOCUMENTATION		YES	YES	YES
	FIRM MUST HAVE BEEN IN BUSINESS FOR AT LEAST THE PAST FIVE (5) CONSECUTIVE YEARS. PROVIDE ACCEPTABLE DOCUMENTATION		YES	YES	YES
	ANNUAL CONTRACT PAYMENT AND PERFORMANCE BOND FOR THE PROJECT IN THE AMOUNT OF FIVE HUNDRED THOUSAND ($500,000) DOLLARS, A TOTAL OF ONE MILLION ($1,000,000.00) DOLLARS FOR THE TWO YEAR CONTRACT TERM. PROVIDE BONDING COMPANY LETTER		YES	YES	YES
	FIRM MUST HAVE THE CAPACITY AND CAPABILITY TO SATIFY ALL INSURANCE AND FINANCIAL REQUIREMENTS OF THE CITY OF JACKSONVILLE. PROVIDE ACCEPTABLE LETTER FROM AN INSURANCE COMPANY(S) DULY AUTHORIZED TO CONDUCT BUSINESS IN THE STATE OF FLORIDA		YES	YES	YES
	FIRM AND THEIR PRODUCT AND MANUFACTURER/INSTALLER MUST BE DEEMED COMMERICIALLY ACCEPTABLE BY MEETING AND PROVIDING ACCEPTABLE DOCUMENTATION IN THE FORM OF SHOP DRAWINGS FOR MATERIALS BEING USED TO ACCOMPLISH THE REQUIRED TASKS.		YES	YES	YES
	FIRM MUST HAVE NEVER ABANDONED A PROJECT BEFORE COMPLETION, PROVEN DEFAULTED ON A CONTRACT, OR REQUIRED ITS SURETY TO COMPLETE A PROJECT ON ITS BEHALF. PROVIDE SWORN STATEMENT FROM SENIOR OFFICER OF COMPANY.		YES	YES	YES
	FIRM MUST BE WILLING TO ENROLL IN AND USE THE U.S. GOVERNMENT E-VERIFY PROGRAM IN THE PROCESS OF SCREENING CANDIDATES FOR EMPLOYMENT. PROVIDE STATEMENT		YES	YES	YES
	FIRM MUST NOT HAVE BEEN ON THE STATE OF FLORIDA CONVICTED VENDOR LIST FOLLOWING A CONVICTION FOR A PUBLIC ENTITY CRIME FOR THE PAST FIVE (5) CONSECUTIVE YEARS.		YES	YES	YES
	FIRM MUST NOT HAVE BEEN DISBARRED FROM BIDDING BY ANY PUBLIC AGENCY IN THE STATE OF FLORIDA FOR THE PAST FIVE (5) CONSECUTIVE YEARS. PROVE STATEMENT.		YES	YES	YES
	CONFLICT OF INTEREST:		NOT INCLUDED	YES	NOT INCLUDED
	ADDENDUMS (1,2) ACKNOWLEDGED:		NOT INCLUDED	1 ONLY	YES

lowest, responsive, responsible bidder.

IV. PROJECT SCOPE and INTENT OF PROJECT

A. Project Scope:

This work involves the maintenance of City of Jacksonville owned bridges and roadways. This work includes non-structural related bridge maintenance items of construction, as well as incidental erosion and scouring correction, sidewalk replacement, minor roadway work, guardrail work, roadway signing, roadway striping and supporting appurtenant work at designated locations within the City Limits of Jacksonville, Florida. All work will be performed at designated locations in the City of Jacksonville and in accordance with the contract documents.

B. Intent of Project:

It is the intent of these documents to provide a continuing two (2) year contract between the City of Jacksonville and qualified Firms during the period of fiscal years 2017 (Contract Date – September 30, 2017) and 2018 (October 1, 2017 – September 30, 2018) with two (2) optional two (2) year extensions for the maintenance and rehabilitation of bridge and roadway related projects. Each two (2) year contract will have a maximum indebtedness of one million dollars ($1,000.000.00).

It is not the intent of these documents to minutely define the mode, means, methods, techniques, sequence of construction and/or programs incident to the Contractor's work, but rather to set forth rational and reasonable criteria for the construction thereof.

V. ADVERTISEMENT

The City will publish an advertisement (the Invitation to Submit Statement of Qualifications) announcing the availability of Request for Qualifications (RFQ) and requesting Statements of Qualifications from an adequate number of qualified sources (an advertisement in a newspaper of general circulation Jacksonville , www.coj.net - based, and individual letters to prospective Responders).

VI. STATEMENT OF QUALIFICATIONS (S.O.Q.) SUBMITTAL FORMAT

The Statement of Qualifications (SOQ) shall be a formal response of the Firm to the Request for Qualification. The Firm must submit its SOQ by the time and date as shown in the RFQ.

The SOQ shall contain no more than one hundred (100) single-sided 8 1/2" by 11" pages, excluding appendices. The font style shall be Arial with a minimum font size of 10 points. A single-page cover letter will not be counted as part of the 100-page limit. Cover letter in excess of one page and any other information submitted beyond that noted in the RFQ will be counted as part of the 100-page limit. Any SOQ exceeding these formal guidelines will be rejected and returned to a Submitter without being considered by the City. Firms providing any proof of insurance, bonding capacity, licensing, and other formal requirements of the RFQ may include copies of these documents in appendices and they will not be counted against the 100-page limit.

REQUEST FOR QUALIFICATIONS
For
Countywide Bridge and Roadway Maintenance Construction

Firms responding to this RFQ shall submit one (1) original paper copy, two (2) paper photocopies and two (2) electronic copies on CD ROM (in the PDF format) of the complete Statement of Qualifications. The submittal package shall be sealed and clearly labeled **"REQUEST FOR QUALIFICATIONS – RFQ-0045-17: Pre-Qualification Countywide Bridge and Roadway Maintenance Construction.** The legal name, address, responder's contact person, and telephone number must also be clearly annotated on the outside of the package.

Note: It is the sole responsibility of each Firm to assure that all copies of the Statement of Qualifications are EXACT duplicates of the original statement. Photocopies or CD copies of the SOQ will be utilized by the City for the purpose of evaluating pre-qualifications. Any information contained in the original SOQ which has not been transferred to the CD copies or photocopies will not be considered. The original SOQ will be solely used for official record keeping and auditing.

The manually signed original shall be clearly marked "ORIGINAL". The SOQ shall be signed by an officer or employee having authority to legally bind the responder. All submitted documents once received by the City shall become the property of the City.

The SOQ shall completely address each of the nine (9) pre-qualification criteria in the same order as they are listed in **Section VII. PRE-QUALIFICATION CRITERIA.**

VII. PRE-QUALIFICATION CRITERIA

1. A Firm must be a Certified General Contractor and/or Underground Utility and Excavation Contractor in the State of Florida under Florida Statute 489. Provide acceptable documentation from the Department of Business and Professional Relations.
2. A Firm must have been in business for at least the past five (5) consecutive years. Provide acceptable documentation.
3. A Firm must have the capacity and capability to furnish annual contract payment and performance bonds for the project in the amount of five hundred thousand ($500,000.00) dollars, a total of one million ($1,000,000.00) dollars for the two year contract term. Provide an acceptable letter from a bonding company duly authorized to conduct and carry on a general surety business in the State of Florida (Exhibit No. 2).
4. A Firm must have the capacity and capability to satisfy all insurance and financial requirements of the City of Jacksonville and Section X, Part 1 of these documents,. Provide an acceptable letter from an insurance company(s) duly authorized to conduct business in the State of Florida.
5. A Firm and their Product and Manufacturer/Installer must be deemed Commercially Acceptable by meeting and providing acceptable documentation in the form of shop drawings for materials being used to accomplish the required tasks. Tasks, at a minimum, will include those listed on the example bid schedule provided in Exhibit 5.
6. A Firm must have never abandoned a project before completion, proven defaulted on a contract, or required its surety to complete a project on its behalf. Provide sworn statement from senior officer of company.

7. A Firm must be willing to enroll in and use the U. S. Government E-Verify program in the process of screening candidates for employment. Provide sworn statement from senior officer of company.

8. A Firm must not have been on the State of Florida convicted vendor list following a conviction for a public entity crime for the past five (5) consecutive years.

9. A Firm must not have been disbarred from bidding by any public agency in the State of Florida for the past five (5) consecutive years. Provide sworn statement from senior officer of company.

VIII. BASIS OF AWARD

Respondents to this R.F.Q. must receive a "YES" by the reviewing using agency, as defined in Section I, for each item as identified in Section VII to be considered for award. Failure to provide adequate information on any criterion could result in rejection of the Statement of Qualification as non-responsive. Award shall be made to Firms who have successfully met ALL the requirements as identified in Section VII. An award under this R.F.Q. will pre-qualify Firms to enter into contract with the City and submit competitive sealed bids for reference project.

IX. EXECUTION OF CONTRACT

The Qualified Firms to whom Contracts have been awarded shall sign two (2) original copies of the Contract Agreement and the Contract Bonds in the form herein contained without any additions, deletions, or modifications, and return same to the City within ten (10) days after receipt. Failure to execute the Contract Agreement and the Contract Bonds and return of them to the City within ten (10) days after receipt shall be in breach of the Contract and may result in forfeiture of the award. Each Contract shall have a not-to-exceed amount of one million ($1,000,000.00) dollars and have two (2) year term limits with allowance of two (2) two (2) year renewal extension options (Exhibit No.1).

X. SPECIFIC INFORMATION

A. All questions related to:

a. This RFQ shall be submitted in writing to the Purchasing Analyst for this project, Marilyn Laidler at mlaidler@coj.net. Written questions will be accepted until 2:00 P.M., **December 7th, 2016.** Only written requests to the above addressee will be considered. No requests for additional information or clarification to any other City office, consultant, or employee will be considered. All responses will be in writing and, if warranted, will be issued as Addenda to this RFQ. Each Firm is required to submit the acknowledgment of each and all Addenda with the SOQ. The City will not be responsible for any oral exchange or any other exchange of information that occurs outside of the official process specified herein.

b. The construction of this project, after the bidding process, shall be emailed to the Manager for this project, Gary Goldsberry at ggoldsberry@coj.net.

B. **The City reserves the right:**

a. At its sole discretion, to either proceed no further with the Project RFQ process, or to re-advertise it in another public solicitation.

b. To request or obtain additional information about any and all Statements of Qualifications submitted in response to this RFQ. The City may also issue addenda to the RFQ which will be sent to each Firm who received this RFQ.

C. **The City assumes** no liability and will not reimburse costs incurred by a Firm(s) (whether selected or not) in developing and submitting their Statements of Qualifications.

D. **All Firms** must visibly mark as "Confidential" each part of their Statement of Qualification that they consider to contain proprietary information, the release of which would constitute an unreasonable invasion of personal privacy. All information contained in the SOQ will be subject to release in accordance with the State of Florida Public Records Law (Chapter 119, Florida Statutes).

E. **Protest Procedures** are (Exhibit No.3).

F. **Conflict of Interest**
Section 126.111 of the Purchasing Code requires that a public official who has a financial interest in a bid or contract shall make a disclosure at the time that the bid or contract is submitted or at the time that the public official acquires a financial interest in the bid or contract, including but not limited to the public official's name, public office or position held, bid or proposal number, and the position or relationship of the public official with the Firm. The "Conflict of Interest Certificate" properly filled out and authenticated as required shall be returned with the each bid proposal (Exhibit No. 4). Failure to execute this form prior to the Recommendation of Award shall make the bid non-responsive and provide a basis for rejection.

G. **Taxes**
Bidders shall include in their bid prices any sales taxes or use taxes which they are required by law to pay. Bidders are reminded; it is the Firm's responsibility to pay all Florida Sales Taxes that are required to be paid to the State under the subject contract. These taxes, by State law, are not to be set forth as a separate line item. Therefore, the Firm shall devise his own method to insure recovery. Additional allowances will not be made for failure to include these required taxes in the proposals.

H. **State And Federal Regulations**
Firms shall comply with all City, State and Federal laws, regulations, and codes as the same exist and as may be amended from time to time, including, but not limited to, the "Public Records Law", Chapter 119, Florida Statutes (the Public Records Act), Section 286.011, Florida Statutes, (the Florida Sunshine Law), U. S. Department of Labor Safety and Health Regulations for construction promulgated under the Occupational Safety and Health Act of 1970 (PL 91-596)