SUBJECT: PARKS JANITORIAL SERVICES – RE-BID – JSEB SET-ASIDE

BID #: JSC-0379-15 **OPEN DATE: 2015-02-25**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – THREE (3) YEARS FROM DATE OF AWARD WITH ONE (1), TWO (2) YEAR RENEWAL OPTION

AGENCY: PARKS, RECREATION AND COMMUNITY SERVICES

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

NUMBER OF BIDS INVITED: 12 **NUMBER RECEIVED:** 16 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award to M.Y. Contractors, Inc. for Groups 2A and 2B in the amount of $4,656.00; $2,160.00 for the period ending March 18, 2019 and $2,496.00 for the period of March 19, 2019 through March 18, 2020. The total revised amount for Group 2A and 2B not-to-exceed $981,017.32 and a total award expenditure not-to-exceed $1,941,124.82.

Funding for this award to be encumbered by account RPCM011PG-03410E to be executed by purchase order(s).

Attachments: Recommendation Memo, Agency Email, Previous Awards

ANALYST: _____ CHELSEY FLEMING

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Keith Meyerl, Chief, Recreation and Community Programming

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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

Daryl Joseph, Director

Parks, Recreation and Community Services Department
214 N Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 255-7903
www.coj.net

ONE CITY. ONE JACKSONVILLE.

May 11, 2018

MEMORANDUM

05/11/18 15:48:57
Procurement Division

TO: Gregory Pease, Chief
Procurement Division

FROM: Keith Meyerl, Chief KAM
Recreation and Community Programming

RE: **JSC-0379-15 PARKS JANITORIAL SERVICES – INCREASE REQUEST**

The Parks, Recreation and Community Services Department respectfully requests an increase to the above award in the amount of $4,656.00 to cover additional services needed at Cecil Field Softball Complex restrooms for the remainder of the award, March 18, 2020. This location is located in Group 2 awarded to M.Y. Contractors, Inc. The total expenditure increase requested is $4,656.00, for a total award not-to-exceed amount of $1,941,124.82.

Group 1A & 1B-A Sanctuary House of N. Fl, Inc – no additional increase requested at this time.

Group 2A & 2B-M.Y. Contractors, Inc. $2,160.00 for the period ending March 18, 2019, total $175,760.00; $2,496.00 for the period of March 19, 2019-March 18, 2020, total $176,096.00. The total award amount for Group 2A & 2B not-to-exceed amount of $981,017.32.

The funding source will be RPCM011PG 03410E to be encumbered by individual purchase orders under the master blanket 606840.

Your assistance in concurring with this recommendation for the respective award would be appreciated.
If you have any questions or if further information is required, please contact Rene'e Harriman at 255-8295

KM/rlh

Attachment: Last award

cc: Claire Stine, Parks, Recreation and Community Services Finance Manager

Harriman, Rene'e

From: Meyerl, Keith
Sent: Tuesday, May 08, 2018 4:53 PM
To: Harriman, Rene'e
Cc: Jones, Wendy
Subject: Cecil Field Restroom Cleaning

Rene'e

Per the estimate below from MY, please request adding the Cecil Softball Complex restrooms to the janitorial award. Below is the amount requested for the remainder of the 2018 fiscal year:

# of units: [1] set (m\f)
Men's restroom: [3] urinals [2] sinks [1] handicapped stall
Women restroom: [3] stalls plus [1] handicapped stall and [2] sinks

Cost per cleaning: $24.00
Number of cleanings per week: [2] Mondays and Fridays
Cost per week: $48.00

May: 8 cleanings
June: 9 cleanings
July: 9 cleanings
August: 9 cleanings
September: 8 cleanings

Total cleanings for remainder of fiscal year: 43
Total cost for remainder of fiscal year: $1,032.00

Keith Meyerl
Recreation and Community Programming Division Chief
City of Jacksonville | Parks, Recreation and Community Services Department
214 N. Hogan St. 4th Floor
Jacksonville, FL 32202
904-255-7936

From: JANICE BELL [mailto:mycontractors@bellsouth.net]
Sent: Tuesday, May 08, 2018 9:05 AM
To: Meyerl, Keith
Subject: RE: Cecil Field Cleaning

We can clean the Cecil Bathrooms at the softball complex for the price of $24.00 per cleaning. This is the set of restrooms by the concession area, which has in men restroom 3 urinals 2 sinks 1 handicapped stall, women restroom has 3 stalls plus handicapped stall and 2 sinks which will be cleaned on Monday's and Friday's.

From: Meyerl, Keith <KMeyerl@coj.net>
Sent: Monday, May 7, 2018 3:01 PM
To: 'JANICE BELL' <mycontractors@bellsouth.net>
Cc: Reed, James <JSReed@coj.net>; Jones, Wendy <WendyH@coj.net>
Subject: Cecil Field Cleaning

Ms. Bell,

I understand Matt Jackson called in regards to cleaning the Cecil bathrooms at the softball complex.
In order for to continue this cleaning long term, we will need a formal quote to add this to the award.

Can you provide the following:

1. How Many Buildings (should be 1 – two sets of restrooms) w\ # of items in each building (stalls, sinks etc.).
2. The cost per cleaning:
3. Based on 2 cleanings per week: Cost per week

Thank you.

Keith

From: Jones, Wendy
Sent: Monday, May 07, 2018 2:15 PM
To: Meyerl, Keith
Subject: Cecil Field Cleaning

Keith
We need a quote from MY Contractors for cleaning the Cecil bathrooms – How many buildings, how many days, and cost per cleaning – so that we can send it up to awards

Thank you,

Wendy L. Jones
Executive Assistant
City of Jacksonville|Parks, Recreation and Community Services Department
214 N. Hogan Street, 4th Floor
Jacksonville, FL 32202
Office: (904) 255-7919
www.coj.net

ONE CITY. ONE JACKSONVILLE.

SUBJECT: PARKS JANITORIAL SERVICES – RE-BID – JSEB SET-ASIDE

BID #: JSC-0379-15 **OPEN DATE: 2015-02-25**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – THREE (3) YEARS FROM DATE OF AWARD WITH ONE (1), TWO (2) YEAR RENEWAL OPTION

AGENCY: PARKS, RECREATION AND COMMUNITY SERVICES

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

NUMBER OF BIDS INVITED: 12 **NUMBER RECEIVED:** 16 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the first and only two year renewal option to the vendors listed below, to provide janitorial services for the Parks, Recreation and Community Services Division. The period of service will be from March 19, 2018 through March 18, 2020. The total expenditure requested for the renewal not-to-exceed $695,164.00, for a total award not-to-exceed $1,936,468.82.

Group 1A & 1B – A Sanctuary House of N FL, Inc. - $173,982.00 for period March 19, 2018 – March 18, 2019; $173,982.00 for period March 19, 2019 – March 18, 2020 – Total renewal amount not-to-exceed $347,964.00. The total award amount for Group 1A & 1B not-to-exceed $960,107.50.
Group 2A & 2B – M.Y. Contractors, Inc. - $173,600.00 for period March 19, 2018 – March 18, 2019; $173,600.00 for period March 19, 2019 – March 18, 2020 – Total renewal amount not-to-exceed $347,200.00. The total award amount for Group 2A & 2B not-to-exceed $976,361.32.

Funding for this award to be encumbered by account RPCM011PG-03410E to be executed by purchase order(s).

Attachments: Recommendation Memo, Vendor Letters, Terms and Conditions, Previous Awards

ANALYST: CHELSEY FLEMING **RESPECTFULLY SUBMITTED:** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Keith Meyerl, Chief, Recreation and Community Programming

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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: 1-25-18

OTHER:

ACTION OF AWARDING AUTHORITY DATE 1/25/18

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

SUBJECT: PARKS JANITORIAL SERVICES-RE-BID- JSEB SET-ASIDE

BID# JSC-0379-15 OPEN DATE: 2015-12-25

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:

SERVICE CONTRACT- THREE (3) YEARS FROM DATE OF AWARD WITH ONE (1) TWO (2) YEAR RENEWAL OPTION

AGENCY: RECREATION

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

NUMBER OF BIDS INVITED 12 NUMBER RECEIVED 16 OTHER 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to rescind award to Regina Benton Cleaning Services, for Groups 1 & 2 due to failure to provide janitorial services per letter from Office of General Counsel dated March 29, 2016.

Recommend approval to reject Heaven Scent and Kingdom Cleaning for not being eligible for JSEB program. Recommend approval to award Group 1A & 1B to A Sanctuary House of N FL, in the amount of $159,483.50 for service period from May 1, 2016 through March 18, 2017; and in the amount of $173,982.00 for the period of service from March 19, 2017 through March 18, 2018.
Recommend approval to award Group 2A & 2B to M.Y. Contractors, in the amount of $159,133.32 for service period from May 1, 2016 thru March 18, 2017; and in the amount of $173,600.00 for the period of servcie of March 19, 2017 thru March 18, 2018, with one (1) two (2) year renewal option remaining. Total award amount for Group 1 will be $333,465.50; Group 2 in the amount of $332,733.32.
This award to be funded by account: RPCM011PG-03410E to be executed by Purchase Order(s).
Attachments: Recommendation Memo, Letter from OGC, Vendor Pricing Spreadsheet, Vendor Rejection Ltrs, Previous Award(s)

BUYER: Marilyn Laidler RESPECTFULLY SUBMITTED: Greg Pease
MARILYN LAIDLER GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Daryl Joseph, Director, Parks, Recreation and Community Services Department

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING _____ DATE: 4/28/16

Teresa R Eidson _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE: 4/28/16

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

FORM GB-108, Revised 12/2007

SUBJECT: **PARKS JANITORIAL SERVICES-RE-BID- JSEB SET-ASIDE**

BID# JSC-0379-15 OPEN DATE: **2015-02-25**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:

SERVICE CONTRACT- THREE (3) YEARS FROM DATE OF AWARD WITH ONE (1) TWO (2) YEAR RENEWAL OPTION

AGENCY: **RECREATION**

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

NUMBER OF BIDS INVITED **12** NUMBER RECEIVED **16** OTHER **0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to increase award to Regina Benton Cleaning Service, Inc., for year two in the amount of $191,702.00, for the period of service from March 19, 2016 thru March 18, 2017; and adding funding for year three in the amount of $191,702.00 period of servcie from March 18, 2017 thru March 18, 2018, with one (1) two (2) year renewal option remaining. Revised total award amount not to exceed $575,106.00.

This award to be funded by account: RPCM011PG-03410E to be executed by Purchase Order(s).

Attachments: Recommendation Memo, Previous Awards

BUYER: Marilyn Laidler
MARILYN LAIDLER

RESPECTFULLY SUBMITTED: Greg Pease
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: **Sherry Wilson, Chief, Recreation and Community Programming Division**

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING _____ DATE: 2/25/16

Robyn Shaw

William Pugh

James McCall

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE: 2/25/16

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION Sam E. Mousa

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-03

FORM GB-108, Revised 12/2007

SUBJECT: PARKS JANITORIAL SERVICES-RE-BID- JSEB SET-ASIDE

BID# JSC-0379-15 OPEN DATE: 2015-02-25

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:

SERVICE CONTRACT- THREE (3) YEARS FROM DATE OF AWARD WITH ONE (1) TWO (2) YEAR RENEWAL OPTION

AGENCY: RECREATION

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

NUMBER OF BIDS INVITED 12 NUMBER RECEIVED 16 OTHER 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to amend award dated 03/19/15 to Regina Benton Cleaning Service, Inc., due to clerical error - the correct annual cost for Group 1-A Plus Group 1- B should be $86,976.00, not $89,976.00 as previously awarded.

Recommend approval to add the following location: Our Community Club Park, for janitorial services on Monday, Wednesday and Saturday, during the months of March, April, May, June, July, October and November for Group 2. Recommend approval to increase annual cost for Group 2 by $792.00 for Westside and Northside services for year one; increase annual cost by $2,046.00 for Group 2 for year two and three. Revised annual cost for year one in the amount of $103,472.00. Revised annual cost for year two and three in the amount of $104,726.00. Total cost for both groups in the annual expenditure amount of $191,702.00.

Funding for this award to be encumbered by account: RPCM011PG-03410E to be executed by Purchase Order(s).

Attachments: Recommendation Memo, Vendor Price, Terms and Conditions, Previous Award

BUYER: MARILYN LAIDLER RESPECTFULLY SUBMITTED: GREGORY PHASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Sherry Wilson, Chief, Recreation and Community Programming 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 _____ DATE: 9-17-15

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE: 9/17/15

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

FORM GB-108, Revised 12/2007

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:

SUBJECT: **PARKS JANITORIAL SERVICES-RE-BID- JSEB SET-ASIDE**

BID# JSC-0379-15 OPEN DATE: **2015-02-25**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:

SERVICE CONTRACT- THREE (3) YEARS FROM DATE OF AWARD WITH ONE (1) TWO (2) YEAR RENEWAL OPTION

AGENCY: **RECREATION**

BASIS OF AWARD: **ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER PER GROUP.**

NUMBER OF BIDS INVITED **12** NUMBER RECEIVED **16** OTHER **0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval of award to Regina Benton Cleaning Service, Inc., as the lowest responsive, responsible bidder for Group 1-A Plus Group 1-B in the annual cost of $89,976.00; Group 2-A Plus Group 2-B in the annual cost of $102,880.00, for a total cost for both groups in the annual expenditure amount of $189,856.00. Period of Service will be three (3) years from date of award with one (1) two (2) year renewal option.

Funding for this award to be encumbered by account: RPCM011PG-03410E to be executed by Purchase Order(s).

Attachments: Recommendation Memo, Bid Tabulation Sheet, JSEB Letter, Terms and Conditions, Specifications

BUYER: Marilyn Kadler MARILYN KADLER

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: **Tera Meeks, Division Chief, Natural and Marine Resources Division**

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING _____ DATE: 03/19/15

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE: 3/19/15

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Cleveland Ferguson III
Deputy Chief Administrative Officer
For: Mayor Alvin Brown
Under Authority of Revised 12/2007
Executive Order No. 2015-01

JSC-0379-15	Regina Benton Cleaning Service - Group 1A & 1B	A Santuary House of N FL - Group 1A & 1B	Regina Benton Cleaning Service - Group 2A & 2B	M.Y. Contractors - Group 2a & 2B
3/19/2015	$89,976.00		$102,680.00	
9/17/2015	-$3,000.00		$2,046.00	
2/25/2016	$191,702.00		$191,702.00	
4/28/2016		$333,465.50		$332,733.32
Pending		$347,964.00		$347,200.00
Totals	$278,678.00	$681,429.50	$296,428.00	$679,933.32

Group 1 Total	$960,107.50
Group 2 Total	$976,361.32

JSC-0379-15	Regina Benton Cleaning Service - Group 1A & 1B	A Sanctuary House of N FL - Group 1A & 1B	Regina Benton Cleaning Service - Group 2A & 2B	M.Y Contractors - Group 2A & 2B
3/19/2015	$89,976.00		$102,680.00	
9/17/2015	-$3,000.00		$2,046.00	
2/25/2016	$191,702.00		$191,702.00	
4/28/2016		$333,465.50		$332,733.32
1/25/2018		$347,964.00		$347,200.00
Pending				$4,656.00
	$278,678.00	**$681,429.50**	**$296,428.00**	**$684,589.32**

Group 1A & 1B Total	$960,107.50
Group 2A & 2B Total	$981,017.32
Total Award	$1,941,124.82

QWS3270X 5/17/2018 2:20 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 05/17/2018
LINK TO: ACCOUNT SUMMARY INQUIRY 2:19 PM

FISCAL MO/YEAR : 08 2018 CURRENCY CODE :
INDEX CODE : RPCM011PG PLAYGROUNDS & CENTERS
SUBOBJECT : 03410E CONTRACTUAL SERVICES-CLEANING/JANITORIAL
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	MAY 2018	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	418,665.00	418,665.00
EXPENDITURES	14,259.00	192,927.00	192,927.00
ENCUMBRANCES	-14,259.00	63,026.00	63,026.00
PRE-ENCUMBRANCES	.00	.00	.00
REMAINING BALANCE	.00	162,712.00	162,712.00

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO

G014 - RECORD FOUND