SUBJECT: MATTRESS AND PILLOW CORES AND MATTRESS AND PILLOW COVER MATERIAL

BID #: SC-0341-19 **OPEN DATE: 02/20/2019**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
SUPPLY CONTRACT – Date of award though September 30, 2020 with three (3) one (1) year renewal options

AGENCY: Jacksonville Sheriff's Office

BASIS OF AWARD: All or none, or by group, to the lowest responsive, responsible bidder

NUMBER OF BIDS INVITED: 3 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval of award to Carolina Nonwovens as the only bidder for the purchase of Group 1 Mattress and Pillow Cores. Period of service is from date of award through September 30, 2020, with three (3) one (1) year renewal options. Total estimated award for initial term not to exceed $78,470.00.

Funding for this award to be encumbered by account SHCO011PRMC-05204, to be executed by purchase order.

Attachments: Recommendation Memo, Tabulation Sheet, Terms and Conditions

Analyst: _____
TARYN MANSER

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: TAMMY MORRIS, DIRECTOR OF CORRECTIONS

(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 _____

Jacksonville Sheriff's Office

Duval County, Florida

Mike Williams, Sheriff

501 E. Bay Street
Jacksonville, FL 32202

To: Gregory Pease
Chief of Procurement

Thru: Bill Clement, CPA
Chief of Budget

From: Tammy Morris
Director of Corrections

Subject: SC-0341-19 Mattress and Pillow Cores and Mattress and Pillow Cover Material

Date: February 21, 2019

We have reviewed the bid submission received on bid #SC-0341-19 Mattress and Pillow Core and Mattress and Pillow Cover Material. We recommend the bid be awarded to the lowest responsive, responsible bidder for group one (1) Carolina Non-Woven Company, in the not to exceed expenditure amount of $78,470.00. We did not receive a bid submission for group two (2) and we are submitting the documents for that section to be re-bid. The initial term of the award is from date of award to September 30, 2020, with three (3) one (1) year renewal options. The estimated total not to exceed expenditure amount for group one (1) for the initial term is $78,470.00 utilizing SHCO011PRMC - 05204. Purchases will be processed through a master blanket.

Please let me know if you need any additional information.

BID TABULATION SHEET

TITLE: MATTRESS AND PILLOW CORE AND MATTRESS AND PILLOW COVER MATERIAL

BID NO.: SC-0341-19

OPEN DATE: February 20, 2019 at 2:00 P.M.

BUYER: Taryn Manser, Analyst

No. Invited: (3) No. Received (1) No Bids: (0)

Recorded By: Renata Barnett Announcer: Doug Nelson

ITEM	DESCRIPTION	QUANTITY/UNIT	Carolina Nonwovens PRICE PER UNIT	Carolina Nonwovens EXT COST	PRICE PER UNIT	EXT COST	PRICE PER UNIT	EXT COST
GROUP 1:								
1	MATTRESS CORES (EACH)	4,200	$14.91	$62,622.00				
2	PILLOW CORES (EACH)	4,200	$1.44	$6,048.00				
3	SHIPPING CHARGES - PER SHIPMENT	7	$1,400.00	$9,800.00				
	GROUP 1 TOTAL:		$78,470.00					
GROUP 2:								
1	MATTRESS & PILLOW MATERIAL - MUST INCLUDE SHIPPING (YARDS)	14,000						
	GROUP 2 TOTAL:		No Bid					
	DELIVERY:		Not Stated					
	TERMS:		Not Stated					
	CONFLICT OF INTEREST:		Y					
	ADDENDUMS (0)		N/A		N/A		N/A	

TERMS AND CONDITIONS
Mattress and Pillow Cores and Mattress and Pillow Cover Material

1. SCOPE

The City of Jacksonville, Sheriff's Office, Department of Corrections 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 Mattress and Pillow Cores and Mattress and Pillow Cover Material as listed in the bid documents to include warranty as specified.

2. AWARD

Award will be **ALL OR NONE, BY GROUP,** to the lowest responsive, responsible bidder. Bidders must bid on all items in each group 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 is from date of award to September 30, 2020 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 conditions set forth in the bid documents.

4. PRE-BID CONFERENCE

Not Applicable.

5. 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).

6. 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.

7. DELIVERY

Deliveries will be made to the Montgomery Correctional Center (MCC) located at 4727 Lannie Road, Jacksonville, FL 32218. Deliveries will be received during normal business hours (Monday – Friday, 0700 – 1130 hrs. and 1200 – 1400 hrs.) only. No deliveries will be accepted outside of normal business hours, on weekends or holidays. 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.

8. 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.

9. PRICES

Prices for the Mattress and Pillow Cores (Group 1) shall include everything except the shipping cost. The shipping costs are listed on a separate line on the bid proposal from. Prices for the Mattress and Pillow Cover Material (Group 2) shall include freight, delivery, and handling charges to the delivery location as outlined in the bid documents.

10. 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.

11. 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.

12. 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: City of Jacksonville, General Accounting Division, 117 West Duval Street, Suite 375, Jacksonville, Florida 32202.

13. 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. Bid number should be listed on certificate.

14. 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.

15. 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.

QWS3270X 2/28/2019 1:44 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 02/28/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 1:44 PM

FISCAL MO/YEAR : 05 2019 CURRENCY CODE :
INDEX CODE : SHCO011PRMC J I MONTGOMERY CORRECTIONAL CENTER
SUBOBJECT : 05204 CLOTHING, UNIFORMS, & SAFETY EQUIPMENT
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	FEB 2019	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	420,175.00	420,175.00
EXPENDITURES	4,615.80	132,018.14	132,018.14
ENCUMBRANCES	15,403.80	85,303.20	85,303.20
PRE-ENCUMBRANCES	2,017.00	2,017.00	2,017.00
REMAINING BALANCE	-22,036.60	200,836.66	200,836.66

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

G014 - RECORD FOUND