SUBJECT: Boatyard Services

BID #: SC-0425-20 **OPEN DATE:** 3/25/2020

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract - One (1) year from date of award with two (2) one (1) year renewal options

AGENCY: Fleet Management Division

BASIS OF AWARD: All or None to the lowest responsive, responsible bidder

NUMBER OF BIDS INVITED: 4 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to waive as a minor irregularity missing addendum #1 from Lamb's Yacht Center that has since been acknowledged and received. Recommend approval of award to the lowest responsive, responsible bidder, Lamb's Yacht Center. Period of service is for one (1) year from date of award with two (2) one (1) year renewal options. Total expenditure amount not to exceed $135,000.00.

Funding Source: 51101-114005 – To be encumbered by purchase order

Attachments: Recommendation Memo, Tabulation and Terms and Conditions

Analyst: _____
for Annette Burney

RESPECTFULLY SUBMITTED: _____
for GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Crisencio Tongol, Chief, Fleet Management Division

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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 _____

FINANCE AND ADMINSTRATION DEPARTMENT

FLEET MANAGEMENT DIVISION

Jacksonville

Where Florida Begins.

Date: April 23, 2020

To: Gregory Pease, Chief of Procurement Division

Thru: Cris Tongol, Chief of Fleet Management Division

From: Erik Preacher, Fleet Financial Services Manager

Re: Recommendation of Award for SC-0425-20 Boatyard Services for City Venssels

Fleet Management Division is requesting approval of Award to the lowest responsive, responsible bidder for Boatyard Services to Lamb's Yacht Center. Period of Service is One year from Date of Award with Two (2) One (1) year renewal options. Estimated amount of annual expenditure is $135,000.00.

Funding Source: 51101-114005 to be encumbered by purchase order

2581 Commonwealth Ave. Jacksonville, FL 32254 Phone 904.255-7499 Fax: 904.381.4607 www.coj.net

BID TABULATION SHEET

TITLE: BOATYARD SERVICES FOR CITY VESSELS BID NO.: SC-0425-20 OPEN DATE: March 25, 2020 @ 2 p.m. ANALYST: ANNETTE BURNEY, ANALYST No. Invited (4) No. Received (1) No Bids (0) Recorded By: John Hernandez Announcer: Renata Barnett			Lamb's Yacht Center					
ITEM	DESCRIPTION	QTY	UNIT PRICE	EXT TOTAL	UNIT PRICE	EXT TOTAL	UNIT PRICE	EXT TOTAL
1	HAULOUT AND INSPECT 70' KIELEY	2	$ 1,150.00	$ 2,300.00	$	$	$	$
2	HAULOUT AND INSPECT 50' JAKE GODBOLD	2	$ 950.00	$ 1,900.00	$	$	$	$
3	HAULOUT AND INSPECT 30' SILVERSHIPS	4	$ 600.00	$ 2,400.00	$	$	$	$
4	BOTTOM PAINTING 70' KIELEY	2	$ 7,000.00	$14,000.00	$	$	$	$
5	BOTTOM PAINTING 50' JAKE GODBOLD	2	$ 5,000.00	$10,000.00	$	$	$	$
6	BOTTOM PAINTING 30' SILVERSHIPS	4	$ 1,950.00	$ 7,800.00	$	$	$	$
7	ZINC REPLACEMENT PER TWO (2) HAMILTON JET DRIVES	6	$ 1,972.00	$11,832.00	$	$	$	$
		GRAND TOTAL:	$ 50,232.00		$		$	
	ADDITIONAL SERVICES							
8	ADDITIONAL REPAIRS (LABOR ALL TRADES)	HR	$95					
9	DAILY STORAGE REPAIRS (PER LINEAR FOOT)	FT	$0					
10	ADDITIONAL REPAIRS SUBLET MARKUP	PCT	25%					
11	ADDITIONAL REPAIRS PARTS MARKUP (BASED ON COST)	PCT	35%					
TERMS:			N/S					
DELIVERY:			N/S					
CONFLICT OF INTEREST:			Y					
ADDENDUM (1):			N					

TERMS AND CONDITIONS

1. SCOPE

The Fleet Management Division of the City of Jacksonville, Florida is currently accepting bids to obtain source(s) of supply for the goods outlined in the bid documents. The purpose of this bid invitation is to obtain information about your firm and its ability to provide these items and to obtain pricing commitments for **Boatyard Services** per the attached specifications.

2. MINIMUM REQUIREMENTS

Any vendor responding to this solicitation must have a current waterfront marine facility in Jacksonville, Florida with sufficient space to block and store the vessels listed in the specifications This facility must have the appropriate lifts and equipment on hand at the time of award to haul out and block these vessels. Responding vendors must have access to technicians trained and capable of repairing and maintaining Hamilton Jet Drives.

3. AWARD

Award will be **All or None to the lowest responsive, responsible bidder**. Bidders must bid on all items to be considered for award. ALL awards are subject to the availability of funds.

4. TERM OF AGREEMENT

The term of this agreement is **one (1) 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 condition set forth in the bid documents.

5. PRE-BID CONFERENCE

Not Applicable.

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.

8. PRICES

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

9. 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.

10. DELIVERY

2581 Commonwealth Ave, Jacksonville, FL 32254. 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.

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 items(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. 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 outlines in the specifications supersede this section.

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.

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. 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, 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: All original invoices shall be submitted to: City of Jacksonville, General Accounting Division, 117 West Duval St., St 375, Jacksonville, FL 32202, with a copy given to the Fleet Management Division, 2581 Commonwealth Ave, Jacksonville, FL 32254 at the time of delivery. **Vendors will provide a weekly summary as stated above electronically**.

16. 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. **A copy of the insurance certificate must be submitted within ten (10) days of award notice.** Bid number should be listed on the insurance certificate.

CITY OF JACKSONVILLE
DIVISION OF PROCUREMENT
ED BALL BUILDING – 8TH, FLOOR
214 N. HOGAN STREET
JACKSONVILLE, FL 32202

ADDENDUM NUMBER: **ONE (1)**

BID NUMBER: **SC-0425-20**

PROJECT NAME: **Boatyard Services**

OPENING TIME AND DATE: **2:00 P.M., Wednesday, March 25, 2020**

THIS ADDENDUM IS ISSUED FOR THE INFORMATION OF BIDDERS ON THE ABOVE TITLED PROJECT AND WILL BE PART OF THE CONTRACT

The purpose of this addendum is to notify bidders that due to the current circumstances involving public health, the Procurement Division will not be conducting public bid openings.

Bidders may still deliver responses by mail or directly to the Procurement Bidroom on or before the due date stated in the bid document. Bidders will be notified once a public bid opening date has been scheduled.

DATE: March 23, 2020 **Analyst: Annette Burney**

RECEIPT ACKNOWLEDGED BY RETURN OF SIGNED COPY WITH BID.

Bidder's Signature

Service Manager
Title

Lambs Yacht Center
Company

Date