PROCUREMENT DIVISION

Jacksonville
Where Florida Begins.

MEMORANDUM

TO: **Competitive Sealed Proposal Evaluation Committee ("CSPEC")**

FROM: **Gregory Pease, Chief of Procurement**

DATE: **January 13, 2017**

RE: **REQUEST FOR APPROVAL TO UTILIZE COMPETITIVE SEALED PROPOSAL PROCESS**

Pursuant to Chapter 126, Part 2, § 126.204, approval is requested to utilize the Competitive Sealed Proposal process to formally procure services for **Household Hazardous Waste Debris Management for Duval County.** As a follow-up to the same, the CSPEC is now requested to review and approve the solicitation documents attached hereto.

More specifically, the CSPEC is requested to review and approve the evaluation criteria as outlined in the attached Request for Proposal ("RFP"). Procurement's review in this matter has revealed that:

The attached Certification Letter and the Scope of Services received from the using agency appear to be in order.

The RFP **has been** reviewed and approved by Risk Management regarding insurance and indemnification requirements.

The RFP **has been** reviewed and approved by EBO regarding JSEB participation goals and EBO recommends: Encouragement Program

It is requested that the CSPEC take these issues into consideration in its review and/or approval in this matter.

CSPEC APPROVAL

Finance Director or designee	Procurement Director or designee
General Counsel or designee	Department/Agency Representative
Public Works Director or designee	

DEPARTMENT OF PUBLIC WORKS

Jacksonville
Where Florida Begins.

January 12, 2017

TO:	**Greg Pease, Chief, Procurement Division**
THRU:	**John Pappas, P.E., Director, Department of Public Works**
FROM:	**Jeffrey S. Foster, P.G., Environmental Programs Manager** **Dinah Mason, Manager, Special Projects** **Department of Public Works**
SUBJECT:	**Household Hazardous Waste Debris Management for Duval County** **Re-Bid RFP Number ESC-0485-16**

The Department of Public Works respectfully requests the Scope of Work contained in the attached RFP for a Household Hazardous Waste Debris Management Contractor be advertised for Re-bidding. A total of one (1) bid was received for the referenced RFP by the Procurement Division on October 12, 2016. The subcommittee reviewed the submitted bid documents and determined the bid was non-responsive due to a qualification statement contained with the bid and the sub-committee recommended the RFP be re-advertised.

Please advise when this item will be placed on the agenda, so a representative of this office can attend. If there are any questions concerning this issue, please do not hesitate to contact this office at 904-255-8702.

JSF/EN/RFPs/ESC-0485-16 Re-bid Memo

Cc Nick Zelaya, DPW

November 21, 2016

To: Greg Pease, Division Chief
Procurement Division

From: Mario Rubio, JSEB Administrator
Jacksonville Small and Emerging Businesses (JSEB) & Contract Compliance Office

RE: **Household Hazardous Waste Debris Management**

The Jacksonville Small and Emerging Business & Contract Compliance (JSEB) Office has reviewed the scope of work, consulted the using agency, and contacted ready, willing, and available JSEBs.

Based upon our findings, we recommend the following:

Encouragement

Our outreach efforts are documented and available upon request. Please let us know if you have any questions or concerns.

If you need additional information I may be reached at (904) 255-8840.

cc: Annette Leslie-Burney

MR/td

Tracie Davis
Compliance Officer, JSEB Professional Services
Small and Emerging Business Office
214 N. Hogan Street, Ste 800
Jacksonville, FL 32202
E: tracied@coj.net
P: (904) 255-8167
F: (904) 255-8842

Please note that under Florida's very broad public records law, communications to and from city officials are subject to public disclosure.

Leslie-Burney, Annette

From: Willis, Ann on behalf of RiskReview
Sent: Tuesday, January 03, 2017 5:22 PM
To: Leslie-Burney, Annette; RiskReview
Cc: Pearson, Daniel; Mason, Dinah; Foster, Jeffrey
Subject: RE: Household Hazardous Waste Debris Management for Duval County - Rebid
Attachments: DIASTER DEBRIS MANAGEMENT SPECS (3)RM Redline 1.3.17.docx

Happy New Year !!!

Please find attached the Risk Management redline for the above RFP.

Risk Management has concluded our review unless further assistance is required.

Thanks!

Ann Willis, AINS, CRIS
Property and Casualty Compliance Administrator
Risk Management Division
Department of Finance
City of Jacksonville
117 W Duval Street, Suite 335
Jacksonville, Fl 32202
(904) 630-7891 (o)
(904)630-2100 (f)
This e-mail transmission and/or attachment(s) is confidential and the contents are intended only for the recipient(s) named. It may contain information that is privileged, confidential and exempt from disclosure under applicable law. Any review, discussion, dissemination, distribution, or copying of this transmission (including any attachments) is strictly prohibited. If you have received this communication in error, please notify us immediately by return e-mail and delete the original message and any copies of it from your computer system. Improper disclosure of the information in this communication can result in fines and penalties under Federal, State and Local Law.

From: Leslie-Burney, Annette
Sent: Tuesday, January 03, 2017 12:36 PM
To: RiskReview
Cc: Pearson, Daniel; Mason, Dinah; Foster, Jeffrey
Subject: Household Hazardous Waste Debris Management for Duval County - Rebid

Please find the attached RFP for review. Please note, it is a rebid and contains insurance requirements from the previous review (see Sections 3.20 & 3.21). No changes were made to the specifications.

Thank you,

ANNETTE L. BURNEY
PURCHASING ANALYST
CITY OF JACKSONVILLE
PROCUREMENT DIVISION
OFFICE: 904-255-8810
FAX: 904-360-8527