SUBJECT: ASPHALTIC MATERIALS

BID #: SC-0594-17 **OPEN DATE:** 2017-09-20

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY AWARD- DATE OF AWARD THROUGH 09/30/18, WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: ROW & GROUNDS MAINT.

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

NUMBER OF BIDS INVITED: (5) **NUMBER RECEIVED:** (2) **OTHER** (1)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to utilize the first (1) of two (2), one (1) year renewal options with Preferred Materials, Inc., for Asphaltic Materials in the annual estimated expenditure amount not-to-exceed $125,000.00. Period of service will be October 1, 2018 through September 30, 2019, with one (1) one (1) year renewal option remaining. The total revised award expenditure not-to-exceed $275,000.00

This award is to be funded by account: PWGM011-05215 to be executed by Purchase Order(s).

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2018. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for work herein. A written notification will be provided in the event the funds are appropriated.

Attachments: Recommendation Memo, Vendor Letter, Bid Tabulation Sheet, Terms & Conditions, Previous Award

ANALYST: _____ CHELSEY FLEMING

RESPECTFULLY SUBMITTED _____ GREGORY REASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Steven D. Long, Jr., P.E. Chief, Right of Way and Stormwater Maintenance 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 _____

City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Right of Way & Stormwater Maintenance Division
609 St. Johns Bluff Road
Jacksonville, FL 32225
(904) 472-2900
www.coj.net

ONE CITY. ONE JACKSONVILLE

TO: **Gregory W. Pease, Chief**
Procurement Division

THRU: **John P. Pappas, P.E., Director**
Department of Public Works

FROM: **Steven D. Long Jr., P.E., Chief**
Right of Way & Stormwater Maintenance Division

DATE: **August 21, 2018**

SUBJECT: **Request to renew award: Asphaltic materials**
Vendor – Preferred Materials, Inc.

Please be advised that contract SC-0594-17 will reach the end of its initial award period on 9/30/18. Stuart Bozeman, Senior Account Manager of the Asphalt Division for PMI has indicated his approval to utilize the first renewal option of the contract. PMI will honor both the price and terms of the contract until 9/30/19. The estimated annual expenditure will be $125,000.00 with a new expenditure limit of $275,000.00. Master blanket order releases will be issued from index code PWGM011, Sub-Object 05215 as funds become available during the contract period.

Attachment:

E-mail correspondence with vendor

CC: Chelsey Fleming, Purchasing Analyst

ab

Moody, Joshua

From: Bozeman, Stuart (Preferred Materials) <Stuart.Bozeman@preferredmaterials.com>
Sent: Tuesday, August 14, 2018 6:39 PM
To: Moody, Joshua
Subject: Re: [EXT] Contract SC-0594-17 renewal with the City of Jacksonville

EXTERNAL EMAIL: This email originated from a non-COJ email address. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

We will renew

Thanks

Stuart
904-460-8577
Preferred Materials, Inc.

On Aug 14, 2018, at 6:57 AM, Moody, Joshua <MCClerk@coj.net> wrote:

> Good morning Stuart,
>
> Our contract with Preferred Materials for hot mix asphalt and tack is set to expire on September 30th, 2018. We do have two renewal options and I would like to get started on the renewal process to ensure everything is in place by this deadline. Is Preferred Materials going to be able to renew for an additional year with the current contract?
>
> Thank you,
> Joshua Moody
> CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you are expecting this email and know the contents are safe. ATTENTION: Ce courriel vient de l'exterieur de l'entreprise. Ne cliquez pas sur les liens, et n'ouvrez pas les pièces jointes, à moins que vous ne connaissiez l'expéditeur du courriel et savez que le contenu est sécuritaire.

SUBJECT: ASPHALTIC MATERIALS

BID #: SC-0594-17 **OPEN DATE:** 2017-09-20

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY AWARD- DATE OF AWARD THROUGH 09/30/18, WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: ROW & GROUNDS MAINT.

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

NUMBER OF BIDS INVITED: (5) **NUMBER RECEIVED:** (2) **OTHER** (1)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to Preferred Materials, Inc., as the lowest responsive, responsible bidder for Asphaltic Materials in the annual estimated expenditure amount not-to-exceed $150,000.00. Period of service will be from date of award through September 30, 2018, with two (2) one (1) year renewal options.

This award is to be funded by account: PWGM011-05215 to be executed by Purchase Order(s).

Attachments: Recommendation Memo, Bid Tabulation Sheet, Terms & Conditions, Specifications

ANALYST: Marilyn Laidler
MARILYN LAIDLER

RESPECTFULLY SUBMITTED Greg Pease
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Steven D. Long, Jr., P.E. Chief, Right of Way and Stormwater Maintenance Division

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 10/05/17

Teresa R. Eicher OTHER:

ACTION OF AWARDING AUTHORITY DATE 10/05/17

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. 2015-05

BID TABULATION SHEET

TITLE: ASPHALTIC MATERIALS
BID NO. SC-0594-17 (ROW & GROUNDS)
OPEN DATE: SEPTEMBER 20, 2017 @ 2:00 PM
BUYER: MARILYN LAIDLER, PURCHASING ANALYST
No. Invited: (5) No. Received (2) No Bids: (1)

ITEM	DESCRIPTION	EST.QTY	UOM	PREFERRED MATERIALS, INC. UNIT PRICE	PREFERRED MATERIALS, INC. EXTENDED TOTAL	DUVAL ASPHALT PRODUCTS, INC. UNIT PRICE	DUVAL ASPHALT PRODUCTS, INC. EXTENDED TOTAL
1	ASPHALTIC MATERIALS	7500	TONS	$ 66.00	$ 495,000.00	$ 75.00	$ 562,500.00
2	EMULSIFIED ASPHALT- 5 GALLON PAILS	800	GALLON PAILS	$ 55.00	$ 44,000.00	$ 55.00	$ 44,000.00
	TOTAL			$ 539,000.00		$ 606,500.00	
	CONFLICT OF INTEREST:			YES		YES	
	TERMS:			N/A		NET 30	
	DELIVERY:			NOT STATED		2 BUSINESS DAYS	
	ADDENDUM(S) (1)			YES		YES	

TERMS AND CONDITIONS

ASPHALTIC MATERIALS

SCOPE
The Right of Way & Stormwater Maintenance Division of the City of Jacksonville, Florida 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 items and to obtain pricing commitments for furnishing Asphalt for use by each of the Maintenance Areas of the City of Jacksonville's Right of Way and Stormwater Maintenance Division.

AWARD
Award will be ALL OR NONE to the lowest responsive, responsible bidder. Bidders must bid on all items in a group to be considered for award. ALL awards are subject to the availability of funds. On the bid proposal form include only the asphaltic mixture type, unit price, the extended total price, and the address that will be the pick-up location closest to the City supply yard for that area.

TERM OF AGREEMENT
The term of this agreement is date of award through September 30, 2018, 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.

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).

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.

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.

PRICES
All unit prices shall include equipment, supplies, fuel, accessories, and workers needed for the operation of these services and delivery to the location(s) as outlined in the bid documents. In case of errors, unit prices will govern. Proposals in which the prices obviously are unbalanced will be rejected.

MATERIAL PICK-UP
The approved vendor will have the materials available for pick-up on a daily basis at the locations provided within Duval County. The vender is responsible for loading the material onto a City truck. A delivery ticket will be created showing the delivered weight of asphalt picked up by the City employee. The City employee will sign the ticket.

A packing list shall accompany all pick-ups, which shall indicate, at a minimum, the following; purchase order number, item number and description, date of shipment, quantity ordered and picked-up, unit prices, and unit of measure.

The Right of Way and Stormwater Maintenance Areas are located as follows:

- *East Maintenance Area - 609 St. Johns Bluff Road N., Jacksonville FL 32225*
- *West Maintenance Area - 2639 West 1st Street, Jacksonville FL 32254*
- *North Maintenance Area - 4767 Moncrief Road, Jacksonville FL 32208*
- *South Maintenance Area - 2915 Parental Home Road, Jacksonville FL 32216*

PICK UP AND RETURNS

The City reserves the right to return an order in whole or in part if the delivery is not of acceptable quality and not in accordance with the bid specifications established. 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.

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.

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

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. The awarded vendor will be required to submit the copy of insurance certificate within ten (10) days from date of receipt of award notice. Bid number should be listed on certificate.

SUPPLIER ACCESSIBILITY

The City or its representative must able to contact, during normal business hours, by telephone or email any suppliers providing goods or services to the city or its agencies. Any supplier accessibility requirements outlined in the specifications supersede this section.

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.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

SUBJECT: ASPHALTIC MATERIALS

BID #: SC-0594-17 **OPEN DATE:** 2017-09-20

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY AWARD- DATE OF AWARD THROUGH 09/30/18, WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: ROW & GROUNDS MAINT.

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

NUMBER OF BIDS INVITED: (5) **NUMBER RECEIVED:** (2) **OTHER** (1)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to Preferred Materials, Inc., as the lowest responsive, responsible bidder for Asphaltic Materials in the annual estimated expenditure amount not-to-exceed $150,000.00. Period of service will be from date of award through September 30, 2018, with two (2) one (1) year renewal options.

This award is to be funded by account: PWGM011-05215 to be executed by Purchase Order(s).

Attachments: Recommendation Memo, Bid Tabulation Sheet, Terms & Conditions, Specifications

ANALYST: Marilyn Laidler
MARILYN LAIDLER

RESPECTFULLY SUBMITTED Greg Pease
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Steven D. Long, Jr., P.E. Chief, Right of Way and Stormwater Maintenance Division

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 10/05/17

Teresa R. Eichner

OTHER:

ACTION OF AWARDING AUTHORITY DATE 10/05/17

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. 2015-05

QWS3270X 8/24/2018 9:12 AM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 08/24/2018
LINK TO: ACCOUNT SUMMARY INQUIRY 9:12 AM

FISCAL MO/YEAR : 11 2018 CURRENCY CODE :
INDEX CODE : PWGM011 R-O-W AND STORMWATER MAINTENANCE
SUBOBJECT : 05215 REPAIR AND MAINTENANCE SUPPLIES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	AUG 2018	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	295,999.25	295,999.25
EXPENDITURES	18,099.68	202,390.67	202,390.67
ENCUMBRANCES	-10,258.10	62,893.15	62,893.15
PRE-ENCUMBRANCES	.00	.00	.00
REMAINING BALANCE	-7,841.58	30,715.43	30,715.43

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

G014 - RECORD FOUND