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**SUBJECT:** LANDSCAPE MAINTENANCE SERVICES FOR CITY ROAD RIGHTS-OF-WAY, NORTH SERVICE AREA

**BID #:** ECS-0141-18 **OPEN DATE:** 6/6/2018

## COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

**KIND AND BASIS OF CONTRACT: Service Contract – Two (2) years from date of contract execution with two (2) two (2) year renewal options**

**AGENCY: MOWING AND LANDSCAPE**

**BASIS OF AWARD: HIGHEST SCORING BIDDER BASED ON EVALUATION CRITERIA**

**NUMBER OF BIDS INVITED: (10) NUMBER RECEIVED: (2) OTHER (0)**

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**

Recommend approval to utilize the second and final two (2) year renewal option with J & D Maintenance and Services of North Florida, LLC (contract #7994-07) and to extend the second year of the renewal period through September 30, 2024 to align with the City's fiscal year. Period of Service will be from August 21, 2022 through September 30, 2024. Total estimated expenditure amount for the renewal period not-to-exceed $8,500,000.00. Total revised award amount not-to-exceed $23,798,852.28.

This award will be funded from various agency accounts, executed by formal contract amendment through Office of General Counsel, and processed via Purchase Orders.

Attachments: Recommendation Memo, Supplier Letter, Section 1.3, Previous Awards

**ANALYST:** _____ **RESPECTFULLY SUBMITTED** _____

DAVID KLAGES

GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

**CONCURRENCE BY:** DAVE MCDANIEL, CHIEF, MOWING AND LANDSCAPE MAINTENANCE DIVISION

**(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)**
ACTION OF CSPEC 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
Mowing & Landscape Maintenance Division
609 St. Johns Bluff Road North
Jacksonville, FL 32225
(904) 255-4299
www.coj.net

ONE CITY ONE JACKSONVILLE


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

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

**FROM:** **Dave McDaniel, Chief**
**Mowing and Landscape Maintenance Division**

**DATE:** **July 13, 2022**

**SUBJECT:** **ESC-0141-18 Landscape Maintenance Services for City Road Rights-of-Way North Service Area**
**Amend and Increase Award (2nd and Final Renewal)**
**J&D Maintenance and Services of North Florida, LLC**

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The Mowing and Landscape Maintenance Division recommends approval of the following items:

1) Utilize the second and final 2-year renewal option with J&D Maintenance and Services of North Florida, LLC for the period of August 21, 2022 through August 20, 2024 and extend the second year of the 2-year renewal period through September 30, 2024 to align with the City's fiscal year.

2) Increase the maximum indebtedness by $8,500,000.00 for the entire renewal period resulting in a revised not to exceed amount of $23,798.852.28.

The Supplier's price increase request will be reviewed once the June CPI data has been made available.

Funding will be encumbered by individual releases against the Contract Purchase Agreement (8A11548), dependent on funding, the appropriate account and fiscal year.

If approved, the recommended items will be documented by formal contract amendment (Contract 7994-07) through the Office of General Counsel.

Your assistance in concurring with this recommendation would be appreciated. Should you have any questions or concerns regarding this request, please contact Russ Perry at 255-4306.

Attachments:
- Supplier Renewal Letter
- Certificate of Insurance
- Prior Award

cc: Steve Schlessinger, Public Works Contracts and Finance Manager
David Klages, Purchasing Analyst
Russ Perry, Contract Manager
Jim Lange, Contract Administration Coordinator

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**J&D MAINTENANCE AND SERVICES OF NORTH FLORIDA, LLC**
**PO BOX 37389**
**JACKSONVILLE, FLORIDA 32236**
**TELEPHONE (904) 384-8411**
**FAX (904) 387-0851**

Mr. Russell Perry
Contract Manager
City of Jacksonville
Mowing & Landscape Maintenance Division
609 St. Johns Bluff Road N.
Jacksonville, FL 32225

June 30, 2022

**Date:**

RE: ESC-0141-18 – 2nd and Final 2-Year Renewal
Landscape Maintenance Services For City Road Rights-of Way North Service Area

Mr. Perry,

J&D Maintenance & Services of North Florida, LLC desires to enter into the second and final 2-year renewal period of ESC-0141-18 from August 21, 2022 through August 20, 2024.

We are also agreeable to extending the second year of the 2-year renewal through September 30, 2024 with all existing terms and conditions remaining in place.

Additionally, in connection with Section 27 of ESC-0141-18 Unit Price Adjustments, we kindly request the City consider allowing a price increase based on the June CPI data after it has been made available.

Sincerely,

1.3 **Term of Agreement.**

The initial term of agreement will commence upon execution of the Contract and will continue for a two (2) year period. Buyer will have the option to renew such agreement two (2) times, each time for a two (2) year period upon satisfactory performance by the Contractor. The Contract is also subject to early termination as set forth elsewhere in this RFP.

1.4 **Minimum Requirements for Contractors.**

Contractors must satisfy the following mandatory minimum requirements in order to have their Responses evaluated. By submitting a Response, Contractor warrants and represents that it satisfies these requirements. **Failure to meet these requirements and to submit proof at the time of bid opening will result in the Response not being evaluated and being rejected as non-responsive:**

1. The Contractor must be certified by the City in the *Grounds Maintenance (NIPG 988-36 and 88)* category at the time of the bid opening to be considered as a qualified Contractor.
2. Contractor shall be an individual, company, partnership, or corporation which has been actively engaged in the field of landscape maintenance for at least three (3) consecutive years and must have successfully completed a year-long maintenance contract with a minimum billing value of $500,000.00, providing similar services required by this project.
3. Contractor must have in its possession all required equipment listed below, either by ownership or by long term lease agreement or have a written commitment from a lender to finance the cost of the required equipment not owned or leased at the time of the Award. All equipment shall be no more than 10 years old, and must consist of the following:

   4x4 80-100 HP Tractor w/15 foot Mower Deck.....1
   80-100 HP Tractor w/ 15 foot Mower Deck.....1
   50-80 HP Tractor w/ 5 foot Mower Deck.....1
   Pickup Truck w/ Mower Trailer.....4
   Finish/Rough Cut Mower w/ 60 inch Deck.....10
   Gas or Electric String Trimmers.....10
   Gas or Electric Edger with blades.....10
   Blowers.....4
   Chain Saws.....4

4. Contractor and its subcontractors must own, lease or rent an interior office space and a warehouse and/or outdoor storage yard to contain the equipment required by this contract at the time of the Award. The office and equipment storage must be at a location properly zoned for commercial or industrial use in the city/county where it is located. The Contractor must have a local office located in Duval, St. Johns, Nassau, Baker or Clay County and have a local or toll free telephone number, cellphone number, and email address, where he/she may be contacted.
5. The Contractor shall provide current proof of all business licenses required by local, state, and federal law as applicable.

1.5 **Equal Business Opportunity Program**

It is an official policy of the City of Jacksonville to encourage the maximum participation of Jacksonville Small and Emerging Businesses (JSEBs) in its contract awards based upon availability. To participate as a JSEB on Buyer projects, a company must be certified as a JSEB with the City's Equal Business Opportunity Office.

**This RFP and the resulting Contract are subject to requirements of the "Participation Percentage Plan, which is set forth on Attachment C. to this RFP. This RFP shall have a 25% percent participation goal under the Plan.**

**SUBJECT:** **Landscape Maintenance Services for City Road Rights-of-Way, North Service Area**

**BID #:** ECS-0141-18

**OPEN DATE:** 6/6/2018

## COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

**KIND AND BASIS OF CONTRACT:** **Service Contract – Two (2) years from date of contract execution with two (2) two (2) year renewal options**

**AGENCY:** **MOWING AND LANDSCAPE**

**BASIS OF AWARD:** **HIGHEST SCORING BIDDER BASED ON EVALUATION CRITERIA**

**NUMBER OF BIDS INVITED: (10)** **NUMBER RECEIVED: (2)** **OTHER (0)**

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**
Recommend approval to utilize the first renewal option with J & D Maintenance and Services of North Florida LLC (contract #7994-07). Period of Service will be from August 20, 2020 through August 20, 2022, with one (1) two (2) year renewal option remaining. Total annual estimated expenditure amount will be $7,649,426.14, for a revised total expenditure amount not-to-exceed $15,298,852.28.

This award is to be funded by the following account(s): 00111.154001.534100.000000.00001200.00000.0000000; 44101.154004.534100.000000.00000000.00000.0000000, executed by formal contract amendment through Office of General Counsel and processed by individual releases against a master blanket purchase order.

Attachments: Recommendation Memo, Vendor Letter, Previous Award(s)

**ANALYST:** Marilyn Laidler
MARILYN LAIDLER

**RESPECTFULLY SUBMITTED**
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

**CONCURRENCE BY:** **Dave McDaniel, Chief, Mowing and Landscape Maintenance Division**

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 6/11/20

OTHER: _____

**ACTION OF AWARDING AUTHORITY** DATE 6/12/20

APPROVED ✓ BH DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No: 2019-02

**SUBJECT:** Landscape Maintenance Services for City Road Rights-of-Way, North Service Area

**BID #:** ECS-0141-18

**OPEN DATE:** 6/6/2018

## COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

**KIND AND BASIS OF CONTRACT:** Service Contract – Two (2) years from date of contract execution with two (2) two (2) year renewal options

**AGENCY:** MOWING AND LANDSCAPE

**BASIS OF AWARD:** HIGHEST SCORING BIDDER BASED ON EVALUATION CRITERIA

**NUMBER OF BIDS INVITED:** (10) **NUMBER RECEIVED:** (2) **OTHER** (0)

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**
Recommend approval to increase award to J & D Maintenance and Services of North Florida LLC (contract #7994-07), in the amount of $3,824,713.07, for revised total award amount not-to-exceed $7,649,426.14.

This award is to be funded by the following account(s): PWML011MOW-03410; PWML461MOW-03410, executed by formal contract amendment through Office of General Counsel and processed by individual releases against a master blanket purchase order.

Attachments: Recommendation Memo, Previous Award(s)

**ANALYST:** Marilyn Laidler
MARILYN LAIDLER

**RESPECTFULLY SUBMITTED** Greg Pease
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

**CONCURRENCE BY:** Dave McDaniel, Chief, Mowing and Landscape Maintenance Division

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 9/19/19

OTHER: _____

**ACTION OF AWARDING AUTHORITY** DATE 9/19/19

APPROVED BH DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____
Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2019-02

SUBJECT: Landscape Maintenance Services for City Road Rights-of-Way, North Service Area

BID #: ECS-0141-18

OPEN DATE: 6/6/2018

## COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Two (2) years from date of contract execution with two (2) two (2) year renewal options

AGENCY: MOWING AND LANDSCAPE

BASIS OF AWARD: HIGHEST SCORING BIDDER BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (10) NUMBER RECEIVED: (2) OTHER (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase award to J & D Maintenance and Services of North Florida LLC (contract #7994-07), in the amount of $544,630.00, for revised total award amount not-to-exceed $3,824,713.07.

This award is to be funded by the following account(s): PWML461MOW-03410; PWML011MOW-03410, executed by formal contract amendment through Office of General Counsel and processed by individual releases against a master blanket purchase order.

Attachments: Recommendation Memo, Previous Award

ANALYST: Marilyn Laidler
MARILYN LAIDLER

RESPECTFULLY SUBMITTED
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Dave McDaniel, Chief, Mowing and Landscape Maintenance Division

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 3/28/19

OTHER:

ACTION OF AWARDING AUTHORITY DATE 3/28/19

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: Landscape Maintenance Services for City Road Rights-of-Way, North Service Area

BID #: ECS-0141-18

OPEN DATE: 6/6/2018

## COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Two (2) years from date of contract execution with two (2) two (2) year renewal options

AGENCY: MOWING AND LANDSCAPE

BASIS OF AWARD: HIGHEST SCORING BIDDER BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (10) NUMBER RECEIVED: (2) OTHER (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to reject Duval Landscape Maintenance LLC due to imbalanced pricing as stated in the attached memo.

Recommend approval of award to the next highest scoring responsive, responsible bidder, J & D Maintenance and Services of North Florida LLC. Period of service is for two (2) years from date of contract execution with two (2) two (2) year renewal options. Total expenditure amount is $3,280,083.07.

This award to be funded by the following accounts and encumbered by purchase order: PWML461MOW-03410 & PWML011MOW-03410

Attachments: Recommendation Memo, Tabulation, Evaluation Criteria and Scope of Work

ANALYST: Annette Burney

RESPECTFULLY SUBMITTED for - GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Dave McDaniel, Chief, Mowing and Landscape Maintenance Division

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 8/02/18

OTHER:

ACTION OF AWARDING AUTHORITY DATE 8/07/18

APPROVED DISAPPROVED

OTHER

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

SIGNATURE OF AUTHENTICATION