SUBJECT: **WATER TREATMENT PLANT MAINTENANCE, REPAIR, AND INSPECTION AT VARIOUS CITY LOCATIONS**

BID #: SC-0293-23 OPEN DATE: **2023-02-22**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: **SUPPLY CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS**

AGENCY: **PUBLIC BUILDINGS**

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

NUMBER OF BIDS INVITED: 27 NUMBER RECEIVED: 1 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval of award to lowest, responsive, responsive bidder, U.S. Water Services Corporation, for water treatment maintenance, repair and inspections for public buildings at various city locations in the amount not-to-exceed $90,000.00. Period of service is for one (1) year from date of award with four (4) one (1) year renewal options.

Funding Source: – Various account codes to be encumbered by purchase order.

Attachments: Recommendation Memo, Tabulation, and Terms and Conditions

ANALYST _____ RESPECTFULLY SUBMITTED _____

JACLYN STAMOS

Dustin L. Freeman, Chief
Procurement Division

CONCURRENCE BY: **ROY BIRBAL, CFM, CHIEF, PUBLIC BUILDINGS**

(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
Public Buildings Division
555 W. 44th Street
Jacksonville, FL 32208
(904) 255-4343
www.coj.net

ONE CITY ONE JACKSONVILLE

DATE: February 28, 2023

TO: Dustin Freeman, Chief
Procurement Division

THRU: Steven D. Long, P.E., Director

FROM: Roy Birbal, CFM, Chief

SUBJECT: Recommendation to Award Bid #SC-0293-23
Water Treatment Plant Maintenance, Repair, and Inspection at Various City Locations

In response to the solicitation for bids to provide services for the Water Treatment Plant Maintenance, Repair, and Inspection at Various City Locations, the Procurement Division received one (1) response on February 22, 2023, and forwarded the result to the Public Buildings Division to review for a recommendation of award.

After reviewing the bid, the Public Buildings Division recommends approval of award to the sole responsive, responsible bidder, U.S. Water Services Corporation, in the maximum indebtedness amount of $90,000.00.

Item # 1: Monthly Inspections	$235.96/location/station
Item # 2: Technician Labor Rate (Regular)	$68.36/hour
Item # 3: Technician Labor Rate (After hours)	$102.54/hour
Item # 4: OH & P markup on Materials, Equipment and Subcontractors	% 18

Funding for this award will be encumbered by Purchase Order Agreement dependent on funding, the appropriate account for the locations being served.

In accordance with the license evaluation requirements under section 3 of the bid specifications, the following recommended business license was verified under the Florida Department of State.

U.S. Water Services Corporation Document Number: P03000047833

The term of this agreement is (1) year from date of award with four (4) one year renewal options.

Your assistance in concurring with this recommendation for the respective award would be appreciated. If you have any questions or need additional information regarding this request, please contact Ezra Thomas at 255-4353.

RB/ml

City of Jacksonville, Florida

Lenny Curry, Mayor

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ONE CITY ONE JACKSONVILLE

Attachments: Bid Tabulation
Vendor Bid

cc: Roy Birbal, CFM, Chief
John Ashe, Accounting Manager
Jaclyn Stamos, Purchasing Analyst

TITLE: WATER TREATMENT PLANT MAINTENANCE, REPAIR, AND INSPECTION AT VARIOUS CITY LOCATIONS BID NO.: SC-0293-23 OPEN DATE: February 22, 2023 @ 2 P.M. ANALYST: JACLYN STAMOS No. Invited: (27) No. Received (1) No Bids: ( ) Recorded By: MELISSA PEIRCE Announcer: Renata Barnett				US Water Services	
ITEM	DESCRIPTION	EST. QTY	UNIT	MONTHLY PRICE PER STATION	TOTAL
1	MONTHLY INSPECTIONS	22.00	PER STATION	$ 235.96	$ 62,293.44
ITEM	DESCRIPTION	EST. QTY	UNIT	LABOR RATE PER HOUR	TOTAL
2	TECHNICIAN LABOR RATE- REGULAR	400.00	HR	$ 68.36	$ 27,344.00
3	TECHNICIAN LABOR RATE- AFTER HOURS/ WEEKENDS	100.00	HR	$ 102.54	$ 10,254.00
4	OH&P PERCENTAGE TO APPLY TO MATERIALS AND SUBCONTRACTORS	50,000.00	%	$ 18.00	$ 59,000.00
			GRAND TOTAL	$	158,891.44
			CONFLICT OF INTEREST:	y	
			INSURANACE:	y	
			JSEB COMPANY:	n/a	
			ADDENDUMS (0) :	n/a	

TERMS AND CONDITIONS

1. SCOPE

The City of Jacksonville's **Public Works Department/Public Buildings Division** is currently accepting bids to obtain a source 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 **Water Treatment Plant Maintenance, Repair and Inspection** as listed in the bid documents.

2. AWARD

Award will be **ALL OR NONE** to the lowest responsive, responsible bidder(s). Bidders must bid on all items 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 will be one (1) year from date of award with four (4) 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.

4. MINIMUM REQUIREMENTS

Bidders should submit or comply with the following requirements; failure to submit any of these requirements may be grounds for rejection:

A. All bidders must submit certifications of a minimum Class "C" Water Distribution System Operator license from the State of Florida
B. Show proof of 2 fully equipped service vehicles
C. The bidding contractor must maintain a minimum of 2 Class "C" operators on staff full time.

5. PRE-BID CONFERENCE

None

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. The City reserves the right to add or delete items during the contract period. The City will order on an as needed basis.

8. DELIVERY

Various Locations 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 price, and unit of measure.

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. PRICES

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

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 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.

13. 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: PBInvoicing@COJ.NET and mailed to City of Jacksonville, General Accounting Division, 117 West Duval Street, Suite 375, Jacksonville, Florida 32202.

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.

16. BUSINESS LICENSES

Each supplier shall provide current proof of all business licenses required by local, state and federal law as applicable include a copy in bid package.