SUBJECT: OVERHEAD BAY DOOR AND GATE REPAIRS FOR JFRD

BID #: SC-0338-24 **OPEN DATE: 02/28/2024**

GENERAL GOVERNMENT AWARDS COMMITTEE

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

AGENCY: FIRE/RESCUE

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

NUMBER OF BIDS INVITED: 13 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval of award to C&D Industrial Maintenance, LLC as the lowest responsive, responsible bidder for Overhead Bay Door and Gate Repairs for the Jacksonville Fire and Rescue Department. Period of service is one (1) year from date of award with four (4) one (1) year renewal options. Total estimated award not to exceed $120,000.00.

Funding for this award to be encumbered by account 00111.123006.546030.00000000.00000.0000000 to be executed by Purchase Order Release(s)

Attachments: Recommendation Memo, Tabulation Sheet, Terms and Conditions, Specifications

Analyst: Wallace-Cohen
OLIVE WALLACE-COHEN

RESPECTFULLY SUBMITTED:
DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: KEITH POWERS, DIRECTOR/FIRE CHIEF

(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 _____

FIRE AND RESCUE DEPARTMENT

March 22, 2024

TO: Dustin Freeman, Director of Procurement

FROM: Keith Powers, Director/Fire Chief

SUBJ: **BID SC-0338-24 OVERHEAD BAY DOOR & GATE REPAIRS FOR JFRD**

After reviewing the bids submitted for SC-0338-24, we recommend awarding the bid to C & D Industrial Maintenance LLC in the amount of $120,000.00. The total award differs from the bid total as the maintenance hours listed on the bid were only the estimated hours for the remainder of this Fiscal Year. This bid will be for a full year and as such we will require the total bid amount to be in line with what our current usage estimate is annually.

Total Award: $120,000.00

Funding Source: 00111.123006.546030.0.0.0.0

If you have any questions, please contact Dan Pearson at (904) 255-3265 or Tamara Hertlein at (904) 255-3275. Thank you.

KP/tjh

515 N. Julia Street | Jacksonville, FL 32202-4128 | Phone: 904.255.3302 | Fax: 904.255.7776 | jblanton@coj.net

TITLE: OVERHEAD BAY DOOR AND GATE REPAIRS FOR JFRD

BID NO: SC-0338-24

OPEN DATE: 02/28/24

ANALYST: Olive Wallace-Cohen

NO. INVITED: (13) No. Received: (2) No Bids: (0)

RECORDED BY: MELISSA PIERCE

ANNOUNCER: JOHN HERNANDEZ

ITEM #	DESCRIPTION	Quantity	UOM	UNIT PRICE	EXTENDED TOTAL	UNIT PRICE	EXTENDED TOTAL
					C&D INDUSTRIAL MAINTENANCE LLC		VIGNEAUX CORP.
	GROUP 1 - ROLLUP DOOR REPAIRS						
1	REGULAR SERVICE RATE-MONDAY- FRIDAY (8:00 A.M. – 5:00 P.M.)	300	Hrs	$ 150.00	$ 45,000.00	$ 165.00	$ 49,500.00
2	OVERTIME SERVICE RATE- HOURLY RATE	75	Hrs	$ 200.00	$ 15,000.00	$ 247.50	$ 18,562.50
	GROUP 1 - EXTENDED GRAND TOTAL:				$ 60,000.00		$ 68,062.50
	GROUP 2 - GATE REPAIRS						
	REGULAR SERVICE RATE-MONDAY- FRIDAY (8:00 A.M. – 5:00 P.M.)	100	Hrs	$ 150.00	$ 15,000.00	$ 165.00	$ 16,500.00
	OVERTIME SERVICE RATE- HOURLY RATE	25	Hrs	$ 200.00	$ 5,000.00	$ 247.50	$ 6,187.50
	GROUP 2 - EXTENDED GRAND TOTAL:				$ 20,000.00		$ 22,687.50
	Delivery				30 Days		N/S
	Conflict of Interest:				✓		✓
	Addendums (1):				1		1

TERMS AND CONDITIONS

OVERHEAD BAY DOOR AND GATE REPAIRS FOR JFRD

1. SCOPE

The City of Jacksonville's Fire and Rescue Department is currently accepting bids to obtain a source of supply for the items/services 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/services and to obtain pricing commitments for **Overhead Bay Door and Gate Repairs** as listed in the bid documents.

MINIMUM QUALIFICATIONS FOR SUBMISSION AND STAFF QUALIFICATIONS

The bidder shall have the following minimum qualifications to be considered eligible to submit a bid:

A. Five (5) years' experience in the installation and repair of industrial grade rollup doors and operators for a large organization with multiple locations.

B. Five (5) years' experience in the installation and repair of automated security gates with hi-security band gate operators.

MINIMUM STAFF QUALIFICATIONS

The contractor is responsible for ensuring all personnel have sufficient knowledge and experience to perform the required duties. Contractor personnel who exhibit inadequate experience or incapability in their work assignment shall be replaced and not allowed on the property. Failure on the part of the contractor to furnish such labor shall be sufficient cause for cancellation of the contract.

Some facilities have security requirements that may require security background checks and badging. Other sites may require workers to schedule the work and be escorted during time on site. It is the Contractors responsibility to meet these requirements and provide staff that can qualify for the security requirements.

Working Technical Foreman:

- Five (5) years' experience in the installation and repair of industrial grade rollup doors and operators for a large organization with multiple locations.
- Five (5) years' experience in the installation and repair of automated security gates with hi-security band gate operators.
- Competent in the installation and servicing of operators and control systems.

Technician:

- Two (2) years' experience in the installation and repair of industrial grade rollup doors and operators for a large organization with multiple locations.
- Two (2) years' experience in the installation and repair of automated security gates with hi-security band gate operators.
- Provide at least two (2) professional references.

2. AWARD

Award will be **By Group** to the lowest responsive, responsible bidder. Bidders must bid on all items in a group 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 shall be for One (1) Year, from date of award, with Four (4) additional, One (1) year renewal options.

4. PRE-BID CONFERENCE

Not Applicable

5. STATE CONTRACTS

The City reserves the right to utilize contracts established by the State of Florida and or other governmental agencies for service(s) covered under this bid. The city reserves the right to cancel this contract in whole or in part for such service(s).

6. QUANTITIES

Quantities indicated are estimated 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.

7. DELIVERY

Service to be performed at various Jacksonville Fire and Rescue Department Stations and headquarters located throughout Duval County, FL.

8. 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.

9. PRICES

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

10. PICK UP AND RETURNS

N/A

11. COMPLIANCE WITH SPECIFICATIONS

The bidder, by affixing their signature to the bid form submitted, agrees to provide the items/services 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.

12. 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 45 days. All original invoices shall be submitted to through the City of Jacksonville's 1Cloud Supplier Portal or can be e-mailed to jfrdprocurement@coj.net. The invoice email subject line **MUST BE**: inv_300000008806179. Invoices can also be submitted through the 1Cloud Supplier Portal or **can be e-mailed directly to 1CloudInvoices@coj.net** with inv_300000008806179 in the E-Mail subject line. Invoices will be processed for payment after acceptance of the work per location.

13. 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. Bid number should be listed on certificate. The awarded vendor will be required to submit the copy of the insurance certificate within ten (10) calendar days after receipt of award notification. Failure to submit required certification of insurance could lead to rejection of your bid.

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.

SPECIFICATIONS AND REQUIREMENTS

OVERHEAD BAY DOOR AND GATE REPAIRS FOR JFRD

Background

The City of Jacksonville's Fire and Rescue Department (JFRD) is requesting proposals to provide a competitive source of service for repairs, installation, and maintenance of industrial automatic gates, overhead bay doors and operators to various Public Buildings locations within Duval County.

Scope of Services

- The contractor agrees to a one (1) hour verbal response to all calls and three (3) hours to arrive on the jobsite for services.
- Repair cost will be charged per hour with a minimum of one (1) hour and breakdown of every half-hour thereafter. Any return trip to complete the repair will be billed at half hour rates. Hourly rates for regular time are 8:00 am to 5:00 pm Monday through Friday. Overtime rates will be from 5:01 pm to 7:59 am Monday through Friday, Weekends and City Holidays. Contractor must submit invoices with employee's time indicated. Hours are billed for time on site; travel and material pickup are overhead costs and are compensated for in the rate charged.
- Work can proceed without approval of quotation up to $500. Any single repair that exceeds $500 requires prior written approval from an authorized Public Buildings Facility Manager.
- The contractor will perform only repairs needed on the original service call. If it is found that additional service or repair is needed on a particular job approval from a Public Buildings Facility Manager is required before commencement of work.
- The City reserves the right to obtain additional quotations for any emergency or urgent repair work when estimated cost furnished by the contractor exceeds the City's estimate for work.
- All parts and materials will be new, Allowable markups for parts used on each job will not exceed 20% over wholesale costs. Allowable markup for subcontractors will not exceed 10%. Periodic checks of wholesale costs may be made at any time during contractual period. The contractor must provide documentation as to wholesale costs when requested and as required.
- Materials and equipment used are subject to review by a city representative over and beyond acknowledgement of an on-site signature. The contractor must justify, on-site, any challenged quantities or charges without additional compensation.
- Bidders are cautioned not to obliterate, erase or strike over any printed material as set forth in this bid.
- In quoting prices, whether unit prices or total prices, wherever bidder had made an error and has corrected it, all corrections should be initiated by person signing the bid cover sheet.

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