SUBJECT: NITRILE GLOVES FOR JSO AND JFRD

BID #: ITQ-9829-21

OPEN DATE: 01/21/2021

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – SIX (6) MONTHS FROM DATE OF AWARD WITH TWO (2) SIX (6) MONTH RENEWAL OPTIONS

AGENCY: PURCHASING DIVISION

BASIS OF AWARD: BY GROUP TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER(S)

NUMBER OF BIDS INVITED: 33 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject bid was issued as an informal solicitation in 1Cloud. The Procurement Division received one timely bid, from QuadMed, Inc., for Groups 2 and 3.

QuadMed, Inc. emailed the Bid Proposal Form, which contained mathematical errors but was later corrected, rather than attaching it to their bid submittal. In addition, they failed to attach Addendum 1 to their bid submittal but provided it upon request.

The Procurement Division requests approval to waive QuadMed, Inc.'s attachments as a minor irregularity and requests approval of award to QuadMed, Inc. for Groups 2 and 3 as the only responsive, responsible bidder. Estimated initial expenditure amount for Group 2 not-to-exceed $100,000.00; estimated initial expenditure amount for Group 3 not-to-exceed $4,000.00. Total initial estimated expenditure amount not-to-exceed $104,000.00. Period of service will be six (6) months from date of award with two (2) six (6) month renewal options.

Funding will be encumbered from various JSO and JFRD accounts and executed by Purchase Orders.

ATTACHMENTS: Recommendation Memo; Bid Tabulation; Clarification Email, Terms & Conditions; Specifications

ANALYST: _____
DAVID KLAGES

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: GREG PEASE, CHIEF, PROCUREMENT 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 _____

ONE CITY. ONE JACKSONVILLE.

City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

To: Gregory W. Pease, Division Chief, Procurement Division

From: David Klages, Purchasing Analyst DK

Date: January 22, 2021

Subject: ITQ-9829-21 Nitrile Gloves for JSO and JFRD

Subject bid was issued as an informal solicitation in 1Cloud. The Procurement Division received one timely bid, from QuadMed, Inc., for Groups 2 and 3.

QuadMed, Inc. emailed the Bid Proposal Form, which contained mathematical errors but was later corrected, rather than attaching it to their bid submittal. In addition, they failed to attach Addendum 1 to their bid submittal but provided it upon request.

The Procurement Division requests approval to waive QuadMed, Inc.'s attachments as a minor irregularity and requests approval of award to QuadMed, Inc. for Groups 2 and 3 as the only responsive, responsible bidder. Estimated initial expenditure amount for Group 2 not-to-exceed $100,000.00; estimated initial expenditure amount for Group 3 not-to-exceed $4,000.00. Total initial estimated expenditure amount not-to-exceed $104,000.00.

Period of service will be six (6) months from date of award with two (2) six (6) month renewal options.

Funding for this award will be encumbered from various JSO and JFRD accounts and executed by Purchase Orders.

Thank you for your assistance and consideration in this matter.

CC: Dustin Freeman
Manager of Purchasing Services
Procurement Division

Award Solicitation: NITRILE GLOVES FOR JSO AND JFRD

Solicitation **ITQ 9829-21,1** Procurement BU **COJ BU** Close Date **1/21/2021 7:49** Solicitation Currency **USD**	Responses Received **1** Active Responses **1** Shortlisted Responses **1**	Invited Suppliers **33** Will Participate **5** Responded **1**

Overview

	QuadMed, Inc. **Response: 175223**
Business Relationship	Spend Authorized
Supplier Site	Ordering
Supplier Contact	Langorgen, Melinda
Response Status	Active
Shortlist Status	Included
Response Amount	93,638.60
Total Award Amount	
Time of Response	1/21/2021 7:43
Response Valid Until	
Reference Number	
Note to Buyer	
Attachments	No

$67,090.00
See Bid Proposal Form
DK

Requirements

Requirement	Weight	Target Value	QuadMed, Inc. Response: 175223
1. Minimum Requirements			
1. Is your business located within Duval County?			b. Yes, Proof of Local Business Tax Receipt attached.
Attachments			Yes
2. Awarded supplier shall maintain, for the entire term of the contract, current insurance coverage as stated in the Insurance Requirements. All insurance certificates shall list the City of Jacksonville as an additional insured and include the PO number. A copy of the insurance certificate shall be provided within ten (10) calendar days after receipt of PO.			a. Acknowledged
2. Required Forms			
1. Supplier certifies that no official or employee of the City or independent agency requiring the goods or services described in the specifications has a material financial interest in the Supplier's company.			a. Yes, Contractor certifies that no official or employee of the City or independent agency requiring the goods or services described in the specifications has a material financial interest in the Contractor's company. (Complete Section I)
Attachments			Yes

Last Downloaded **1/21/2021 9:44**

Klages, David

From: Klages, David
Sent: Thursday, January 21, 2021 10:31 AM
To: mindy@quadmed.com
Subject: Bid Submittal for ITQ-9829-21 Nitrile Gloves for JSO and JFRD
Attachments: Bid Tab.xlsx; Bid Tab - QuadMed.pdf; Bid Tab - QuadMed.xlsx; Bid Proposal Form - QuadMed.pdf; ITQ-9829-21 Addendum 1.pdf

Importance: High

Melinda,
Would you please review the attached documents? A few things...

1. Group 3: When you entered your bid in 1Cloud you entered $30,760.00. Would you please confirm that the Group Total should be $3,076.00?
2. Group 2: Would you please confirm that there are mathematical errors on your Bid Proposal Form and that the correct Group Total should be $64,014.60?
3. Would you please sign, date, and return Addendum 1 to me?

If you have any questions, please feel free to call.

Thank you,

David R. Klages
Purchasing Analyst
City of Jacksonville, Procurement Division
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Phone: (904) 255 – 8813
Email: dklages@coj.net

CITY OF JACKSONVILLE

Klages, David

From: Bid Quadmed <bids@quadmed.com>
Sent: Thursday, January 21, 2021 11:30 AM
To: Klages, David
Cc: Bid Quadmed
Subject: RE: Bid Submittal for ITQ-9829-21 Nitrile Gloves for JSO and JFRD
Attachments: Bid Proposal Form 9829-21 Gloves - Modified_01.21.21.pdf

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.

David,

My apologies for the errors, see below :

Attached are the requested revisions, signed off and initialed accordingly.

1. Group 3: confirming that correct total should have been 3,076.00, for Box pricing (not cases)
2. Group 2: confirming that corrected line totals, and Group Total of 64,014.60.
3. Addendum 1, see attached signed form.

Let us know if you have any further questions or needs from us on this one.

Thank you,

Melinda Langorgen
QuadMed, Inc.
Bid Contract Mgr.
800-933-7334
bids@quadmed.com

From: Klages, David <DKlages@coj.net>
Sent: Thursday, January 21, 2021 10:31 AM
To: Mindy Langorgen <mindy@quadmed.com>
Subject: Bid Submittal for ITQ-9829-21 Nitrile Gloves for JSO and JFRD
Importance: High

Melinda,
Would you please review the attached documents? A few things...

1. Group 3: When you entered your bid in 1Cloud you entered $30,760.00. Would you please confirm that the Group Total should be $3,076.00?
2. Group 2: Would you please confirm that there are mathematical errors on your Bid Proposal Form and that the correct Group Total should be $64,014.60?
3. Would you please sign, date, and return Addendum 1 to me?

If you have any questions, please feel free to call.

Thank you,

QuadMed, Inc.

ITQ-9821-21 NITRILE GLOVES FOR JSO AND JFRD

BID PROPOSAL FORM

GROUP 1					
Item	Product Description	Estimated 6 Month Quantity	UoM	Unit Price	Extended Price
1	Nitrile Gloves: Exam Grade; minimum thickness - 5 mil at the fingertip; Powder-Free; No black or clear colors; 1,000/Case; Size S	450	Case	$	$
2	Nitrile Gloves: Exam Grade; minimum thickness - 5 mil at the fingertip; Powder-Free; No black or clear colors; 1,000/Case; Size M	600	Case	$	$
3	Nitrile Gloves: Exam Grade; minimum thickness - 5 mil at the fingertip; Powder-Free; No black or clear colors; 1,000/Case; Size L	900	Case	$	$
4	Nitrile Gloves: Exam Grade; minimum thickness - 5 mil at the fingertip; Powder-Free; No black or clear colors; 1,000/Case; Size XL	750	Case	$	$
5	Nitrile Gloves: Exam Grade; minimum thickness - 5 mil at the fingertip; Powder-Free; No black or clear colors; 1,000/Case; Size 2XL	310	Case	$	$
6	Nitrile Gloves: Exam Grade; minimum thickness - 5 mil at the fingertip; Powder-Free; No black or clear colors; 1,000/Case; Size 3XL	150	Case	$	$
				TOTAL GROUP 1 (ITEMS 1 - 6):	$ No Bid

GROUP 2					
Item	Product Description	Estimated 6 Month Quantity	UoM	Unit Price	Extended Price
1	Nitrile Gloves: Exam Grade; 9.5" length; minimum thickness - 5.9 mil at the finger, 4.7 mil at the palm, 3.5 mil at the cuff; Powder-Free; Non-Sterile; 100/Box; Size S	50	Box	$ 21.89 bx	$ 1094.50
2	Nitrile Gloves: Exam Grade; 9.5" length; minimum thickness - 5.9 mil at the finger, 4.7 mil at the palm, 3.5 mil at the cuff; Powder-Free; Non-Sterile; 100/Box; Size M EGL-5289XX	430	Box	$ 21.89 bx	$ 9412.70
3	Nitrile Gloves: Exam Grade; 9.5" length; minimum thickness - 5.9 mil at the finger, 4.7 mil at the palm, 3.5 mil at the cuff; Powder-Free; Non-Sterile; 100/Box; Size L EGL-5289XX	500	Box	$ 21.89 bx	$ ~~10945.50~~ 10,945.00
4	Nitrile Gloves: Exam Grade; 9.5" length; minimum thickness - 5.9 mil at the finger, 4.7 mil at the palm, 3.5 mil at the cuff; Powder-Free; Non-Sterile; 100/Box; Size XL EGL-5289XX	560	Box	$ 21.89 bx	$ ~~12548.40~~ 12,258.40
5	Nitrile Gloves: Exam Grade; 12" length; minimum thickness - 5.9 mil at the finger, 4.7 mil at the palm, 3.5 mil at the cuff; Powder-Free; Non-Sterile; 100/Box; Size S EGL-528901	50	Box	$ 18.94 bx	$ 947.00
6	Nitrile Gloves: Exam Grade; 12" length; minimum thickness - 5.9 mil at the finger, 4.7 mil at the palm, 3.5 mil at the cuff; Powder-Free; Non-Sterile; 100/Box; Size M EGL-528902	430	Box	$ 18.94 bx	$ 8144.20
7	Nitrile Gloves: Exam Grade; 12" length; minimum thickness - 5.9 mil at the finger, 4.7 mil at the palm, 3.5 mil at the cuff; Powder-Free; Non-Sterile; 100/Box; Size L EGL-528903	560	Box	$ 18.94 bx	$ ~~9470.00~~ 10,606.40

ITQ-9821-21 NITRILE GLOVES FOR JSO AND JFRD

BID PROPOSAL FORM

GROUP 2 Continued					
Item	Product Description	Estimated 6 Month Quantity	UoM	Unit Price	Extended Price
8	Nitrile Gloves: Exam Grade; 12" length; minimum thickness - 5.9 mil at the finger, 4.7 mil at the palm, 3.5 mil at the cuff; Powder-Free; Non-Sterile; 100/Box; Size XL	560	Box	$ 18.94 bx	$ 10606.40
				TOTAL GROUP 2 (ITEMS 1 - 8):	~~$ 62,877.60~~ 64,014.60

GROUP 3					
Item	Product Description	Estimated 6 Month Quantity	UoM	Unit Price	Extended Price
1	Nitrile Gloves: General Purpose/Industrial; minimum thickness - 4.7 mil at the finger, 3.4 mil at the palm; Powder-Free; 100/Box; Size S	50	Box	$ 15.38 BX	$ 769.00
2	Nitrile Gloves: General Purpose/Industrial; minimum thickness - 4.7 mil at the finger, 3.4 mil at the palm; Powder-Free; 100/Box; Size M	50	Box	$ 15.38 BX	$ 769.00
3	Nitrile Gloves: General Purpose/Industrial; minimum thickness - 4.7 mil at the finger, 3.4 mil at the palm; Powder-Free; 100/Box; Size L	50	Box	$ 15.38 BX	$ 769.00
4	Nitrile Gloves: General Purpose/Industrial; minimum thickness - 4.7 mil at the finger, 3.4 mil at the palm; Powder-Free; 100/Box; Size XL	50	Box	$ 15.38 BX	$ 769.00
				TOTAL GROUP 3 (ITEMS 1 - 4):	$ 3,076.00

Bidder: QuadMed, Inc.

Instructions: Print and fill out this form. You do not have to bid on all groups but you must bid on all items within a group for that group to be considered for award. Attach the form to your bid submittal. **ONLY bid submittals with the form attached will be considered for award.** When entering a bid response in 1Cloud, use the Total Extended Price of the group as your bid price for that group. In the event there are mathematical discrepencies, the Extended Price will be determined based on the Estimated Quantity multiplied by the Unit Price offered. The Group Total shall be the sum of the correct Extended Prices.

Melinda Langorgen

Melinda Langorgen, Bid Contracts Mgr.

bids@quadmed.com

CITY OF JACKSONVILLE
PROCUREMENT DIVISION
Ed Ball Building, 8th Floor
214 N. Hogan Street
Jacksonville, Florida 32202

ADDENDUM NO: ONE (1)

BID NUMBER: ITQ-9829-21

TITLE OF BID: NITRILE GLOVES FOR JSO AND JFRD

OPENING TIME AND DATE: JANUARY 21, 2021 @ 2:00 P.M.

THIS ADDENDUM IS ISSUED FOR THE INFORMATION OF BIDDERS ON THE ABOVE TITLED PROJECT AND WILL BE PART OF THE CONTRACT.

1. **CLARIFICATION:**
The term of the agreement will be six (6) months from date of award with two (2) six (6) month renewal options as stated in the Specifications. Please disregard anything in the bid document that contradicts this.

2. **CLARIFICATION:**
The information stated in the Specifications supersedes any information in the bid document that may contradict it.

3. **CLARIFICATION:**
Orders will be placed on an as-needed basis throughout the initial term of the contract and any/all contract renewals, if applicable.

DATE January 20, 2021 **BUYER** David Klages

RECEIPT ACKNOWLEDGED BY RETURN OF SIGNED COPY WITH BID.

[illegible]
Bidder's Signature

Bid Contracts Mgr.
Title

Quadmed, Inc.
Company

1/21/21
Date

End of Addendum 1

C. TERMS AND CONDITIONS

C.1. Scope of Work

The Procurement 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 item(s) / service(s) and to obtain pricing commitments for NITRILE GLOVES FOR JSO AND JFRD as listed in the bid documents.

C.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. ALL awards are subject to the availability of funds.

C.3. Term of Agreement

The term of the agreement is a **One-time Purchase** and will commence upon execution of the PO or contract and will continue until completion and acceptance of the stated Scope of Work as specified.

C.4. Pre-Bid Conference

There will not be a pre-bid meeting scheduled for this bid.

C.5. Pre-Bid Conference

There will be a Not Required pre-bid meeting scheduled for this solicitation. Time and Location: N/A

C.6. Quantities

Quantities indicated are Estimated

C.7. State Contract

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).

C.8. Delivery

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.

C.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.

C.10. Prices

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

C.11. Pickup 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.

C.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 30 days. All original invoices shall be submitted to: City of Jacksonville, General Accounting Division, 117 West Duval Street, Suite 375, Jacksonville, Florida 32202.

C.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.

C.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.

C.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
NITRILE GLOVES FOR JSO AND JFRD

The City of Jacksonville Procurement Division is soliciting bids from qualified suppliers for the supply of, and firm price agreement for, Nitrile Gloves for JSO (Jacksonville Sheriff's Office) and JFRD (Jacksonville Fire Rescue Department) as outlined in the bid documents.

All questions or discrepancies regarding the bidding process or the bid document must be submitted via 1Cloud email communication to David Klages, Purchasing Analyst.

Pricing must be based on the Product Description, the Unit of Measure, and the Estimated 6 Month Quantity on the Bid Proposal Form. Example: If the product description calls for 1,000 gloves per case, the Unit of Measure is "Case", and the Estimated 6 Month Quantity is 25 then the Unit Price would be the cost for one (1) case of 1,000 gloves and the Extended Price would be the cost for 25 cases.

For bidding purposes, if the supplier's packaging quantity does not coincide with the packaging quantity on the Bid Proposal Form, supplier should determine the cost of his/her product if it were packaged per the solicitation despite the fact that it cannot be ordered that way.

If supplier's packaging requires a minimum number of an item to be ordered, indicate minimum ordering quantities on a separate paper.

All items furnished shall be completely new, unopened, free from defects, conform to ASTM D6319, and pass ASTM F1671 – 07. Any items found to not meet the expectations of the City of Jacksonville shall be cause for termination of the contract in part or in whole. **Bidders shall attach the manufacturer's data sheet for the product(s) being offered. Failure to attach the manufacturer's data sheet may result in bid rejection.** Awarded supplier(s) shall provide the product(s) offered in the bid response through the term of the agreement. Deviation of the product(s) without the prior written consent of the City of Jacksonville shall constitute a default of the contract and shall be grounds for termination of said contract at the City's discretion.

The City reserves the right to request samples of any item to determine acceptability. The City reserves the right to make the final determination with regards to acceptability. **Unless requested by the City, samples will not be required.**

Products may be shipped or hand delivered. Deliveries shall be made F.O.B. Destination to various locations within Duval County. Products will be delivered in no more than **forty-five (45) calendar days ARO**. At no time should any backorder delivery exceed **ten (10) calendar days**. In the event the awarded bidder(s) fails to deliver within these guidelines, the City reserves the right to make necessary purchases outside of the contract and/or to terminate the contract.

The term of this agreement will be six (6) months from date of award with two (2) six (6) month renewal options. Renewal Options may be exercised at the discretion of the City based on supplier performance and adherence to the terms and conditions set forth in the bid documents. Should the awarded supplier(s) fail to honor the price offered in the bid response for the full contract term, or fail to be able to provide the products offered in the bid response, the City reserves the right to terminate the contract in whole or in part and award to the next lowest bidder capable of providing said items at the prices offered in the bid response.

The awarded supplier must be prepared to assist and play a supportive role in responding to a declared state of emergency by offering supplies as needed. The City recognizes that circumstances may prevent the supplier from physically being able to deliver until it is safe to do so or that FEMA may direct the supplier's resources elsewhere. The awarded supplier may be asked to provide standard operating procedures of management strategies for distribution and delivery during a declared state of emergency.

Failure on the part of the supplier to perform the services described herein to the expectations of the City of Jacksonville, except during events of force majeure or a declared state of emergency, shall constitute a default of the contract and shall be grounds for termination of said contract at the City's discretion. Prior to cancellation of the contract by the City, the supplier shall be given ten (10) calendar days after receiving written notice from the City (i.e., email) to cure any default or failure. Failure on the part of the supplier to cure the default or failure within ten (10) calendar days may result in termination

of the contract. More than three (3) written notices from the City during a contract term may result in termination of the contract.

Remainder of page intentionally left blank.