SUBJECT: BOARD-UP AND GRAFFITI REMOVAL SERVICES/RESIDENTIAL AND COMMERCIAL PROPERTIES

BID #: SC-0209-20 **OPEN DATE:** 2019-08-21

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT- OCTOBER 1, 2019 THROUGH SEPTEMBER 30, 2020 WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: MUNICIPAL CODE

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE PRIMARY AND SECONDARY BIDDER- SECTION 3 REQUIREMENTS

NUMBER OF BIDS INVITED: (4) **NUMBER RECEIVED:** (1) **OTHER** (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to Jason Phitides, Inc., the lowest responsive, responsible and only respondent Primary and Secondary vendor in the annual estimated expenditure amount of $70,000.00, per Section 3 requirements. Period of Service will be October 1, 2019 through September 30, 2020 with three (3) one (1) year renewal options.

This award is to be funded by account(s): ERCC1L2CP-03410 to be executed by individual Purchase Order(s).

Attachments: Recommendation Memo, Bid Tabulation Sheet, JSEB Letter, Terms and Conditions, Specifications

ANALYST: Marilyn Laidler
MARILYN LAIDLER

RESPECTFULLY SUBMITTED _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Michael Chao, Chief, Municipal Code Compliance Division

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(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

City Hall at St. James
117 W. Duval St.
Jacksonville, FL 32202
(904) 630-CITY
www.coj.net

ONE CITY. ONE JACKSONVILLE.

August 23rd, 2019

M E M O R A N D U M

TO: Gregory Pease, Division Chief
Procurement Division

08/23/19 10:55:35
Procurement Division

FROM: Michael Chao, Division Chief
Municipal Code Compliance Division

RE: Contract Award Request for Bid # SC-0209-20

The Municipal Code Compliance Division recommends approval of the following vendor for award for the 2020 fiscal year under Bid #SC-0209-20 for Board Up and Graffiti Removal Services for Residential & Commercial Properties. The term of this contract shall be one ~~(1) year from the date of award~~ with three (3) one (1) year renewal options.: October 1, 2019 through September 30, 2020 (MC)

Vendor: Jason Phitides, Inc.

Funding Source: ERCC1L2CP-03410

MC/kd

City of Jacksonville, Florida

Lenny Curry, Mayor

City Hall at St. James
117 W. Duval St.
Jacksonville, FL 32202
(904) 630-CITY
www.coj.net

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August 23rd, 2019

M E M O R A N D U M

08/23/19 15:21:51
Procurement Division

TO: Gregory Pease, Division Chief
Procurement Division

FROM: Michael Chao, Division Chief
Municipal Code Compliance Division

Tom Daly, Division Chief
Housing & Community Development Division

RE: Contract Award Request for Bid # SC-0209-20

The Municipal Code Compliance Division recommends approval of the following vendor for award for the 2020 fiscal year under Bid #SC-0209-20 for Board Up and Graffiti Removal Services for Residential & Commercial Properties. The term of this contract shall be ~~one (1) year from the date of award~~ October 1 2019 through September 30, 2020 with three (3) one (1) year renewal options.:

The Housing & Community Development Division recommends approval of the following vendor, as the Section 3 Bid Documents were submitted properly.

Vendor: Jason Phitides, Inc.

Funding Source: ERCC1L2CP-03410

MC/kd

REQUIRED SECTION 3 BID DOCUMENTS CHECKLIST

- [x] Section 3 Invitation for Bid (IFB)/Q Submittal Form
- [x] Section 3 Business Application Certification Form
- [x] Business Employee List
- [x] Section 3 Resident Preference Claim Form
- [x] Sample Economic Opportunities Plan Letter
- [x] Table A (List of All Subcontractors and Shop Fabricators)
- [x] Table B (Estimated Project Work Force Utilization Breakdown)
- [x] Letter of Intent (to perform as a subcontractor or supplier)
- [x] Conflict of Interest Disclosure Form
- [x] Articles of Incorporation, Ownership or Partnership Agreement(s)
- [x] State Occupational License
- [ ] State General Contractors License (if applicable)
- [x] Insurance Certificate and Workers Compensation
- [ ] Proof of Registration with the City Procurement Division: http://www.coj.net/departments/finance/procurement
- [ ] Proof of Registration with HUD Opportunity Portal: https://hudapps.hud.gov/OpportunityPortal/

RECOMMENDATION: [x] Approved [ ] Denied

APPROVING AUTHORITY SIGNATURE Kelly H Mcdonald DATE 8/23/19

Laidler, Marilyn

From: De Han, Kristin
Sent: Friday, August 23, 2019 2:07 PM
To: Laidler, Marilyn
Subject: Awards

Marilyn,

We would like to attach $70,000.00 to the Board Up contract award for Jason Phitides, Inc. SC-0209-20

We would like to attach $15,000.00 to the Primary Vendor: Country Boy Fence, and $5,000.00 to the Secondary Vendor: RFE Construction, both on the Fencing contract award. SC-0207-20

Please feel free to contact me with any further questions or concerns.

Thank you,

Kristin De Han
Contract Compliance Specialist
City of Jacksonville | Municipal Code Compliance Division
214 N. Hogan Street, 7th floor
Jacksonville, FL 32202
Phone (904) 255-7066
Fax (904) 255-8920
www.coj.net

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Please note that under Florida's very broad public records law, communications to and from City of Jacksonville officials are subject to public disclosure.

Please note: The information contained in this e-mail does not constitute a title search nor should it be construed as such.

****MANDATORY PRE-BID CONFERENCE, AUGUST 2, 2019 @ 10:00 AM

TITLE:	BOARD - UP AND GRAFFITI REMOVAL SERVICES FOR RESIDENTIAL & COMMERCIAL PROPERTIES			JASON PHITIDES, INC.			
BID NO.	SC-0209-20 (MUNICIPAL CODE)						
OPEN DATE:	AUGUST 21, 2019 @ 2:00PM						
BUYER:	MARILYN LAIDLER						
No. Invited: (4)	No. Received (1) No Bids: (0)						
ITEM	DESCRIPTION OF WORK	EST.QTY	UNIT	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
	GROUP I- BOARD- UP SERVICES						
1	PROVIDE MATERIAL, LABOR, AND OTHER RELATED EXPENSES TO BOARD-UP WINDOWS AND OTHER OPENINGS THAT ARE NO MORE THAN 36" IN WIDTH AND 50" IN HEIGHT (FOR A TOTAL SURFACE AREA UP TO 12.5 SQUARE FEET) USING 1/2" CDX GRADE, EXTERIOR PLYWOOD		EA	$ 100.00	$ 100.00		$ -
2	PROVIDE MATERIAL, LABOR, AND OTHER RELATED EXPENSES TO BOARD-UP WINDOWS AND OTHER OPENINGS THAT ARE NO MORE THAN 36" IN WIDTH AND 50" IN HEIGHT (FOR A TOTAL SURFACE AREA GREATER THAN 12.5 SQUARE FEET) USING 1/2" OR 3/4" CDX GRADE, EXTERIOR PLYWOOD		EA	$ 100.00	$ 100.00		$ -
3	PROVIDE MATERIAL, LABOR, AND OTHER RELATED EXPENSES TO BOARD-UP DOORS AND OTHER THRESHOLD OPENINGS THAT ARE NO MORE THAN 36" IN WIDTH AND 80" IN HEIGHT, USING 3/4" CDX GRADE, EXTERIOR PLYWOOD. THE PLYWOOD MUST BE INSTALLED USING EXTERIOR WOOD SCREWS AND EXTERIOR NAILS AT LEAST THREE INCHES LONG, PLACED ALTERNATELY AT FOUR INCHES ON CENTER, AROUND THE ENTIRE PERIMETER.		EA	$ 100.00	$ 100.00		$ -
4	PROVIDE MATERIAL, LABOR, AND OTHER RELATED EXPENSES TO BOARD-UP DOORS AND OTHER THRESHOLD OPENINGS THAT ARE NO MORE THAN 36" IN WIDTH AND 80" IN HEIGHT, BUT NOT MORE THAN 72" IN WIDTH AND 120" IN HEIGHT, USING 3/4" CDX GRADE, EXTERIOR PLYWOOD. THE PLYWOOD MUST BE INSTALLED USING EXTERIOR WOOD SCREWS AND EXTERIOR NAILS AT LEAST THREE INCHES LONG, PLACED ALTERNATELY AT FOUR INCHES ON CENTER, AROUND THE ENTIRE PERIMETER.		EA	$ 100.00	$ 100.00		$ -

TITLE:	BOARD - UP AND GRAFFITI REMOVAL SERVICES FOR RESIDENTIAL & COMMERCIAL PROPERTIES			JASON PHITIDES, INC.			
BID NO.	SC-0209-20 (MUNICIPAL CODE)						
5	PROVIDE MATERIAL, LABOR, AND OTHER RELATED EXPENSES TO INSTALL A 4' X 8' SHEET OF 1/2" CDX GRADE, EXTERIOR PLYWOOD IN EXTRAORDINARY OPENINGS, OTHER THAN OPENINGS DEFINED HEREIN. THE PLYWOOD MUST BE INSTALLED USING EXTERIOR WOOD SCREWS AND EXTERIOR NAILS AT LEAST THREE INCHES LONG, PLACED ALTERNATELY AT FOUR INCHES ON CENTER, AROUND THE ENTIRE PERIMETER. ADDITIONAL 2" X 4" LUMBER FRAMING MAY BE REQUIRED TO SUPPORT EACH SHEET OF PLYWOOD INSTALLED.		4' X 8' Sheet	$ 50.00	$ 50.00		$ -
6	PROVIDE MATERIAL, LABOR, AND OTHER RELATED EXPENSES TO COVER IN-GROUND AND ABOVE GROUND SWIMMING POOLS WITH 2" X 6" SOUTHERN YELLOW PINE WOOD FRAMING AROUND THE ENTIRE PERIMETER, AND WITH SUPPORTS AT MAXIMUM 24" ON CENTER; FABRICATE THE FRAME AND CROSS BRACES USING EXTERIOR WOOD SCREWS AT LEAST 3 INCHES LONG AND 8D EXTERIOR NAILS; COVER THE FRAME WITH A MAXIMUM 2" X 4" WELDED WIRE MESH, SHADE CLOTH PROVIDING 75% SHADE (AKA SUNSCREEN FABRIC-HEAVY) SECURED WITH MINIMUM 1 1/2" LONG STAPLES AT 24" ON CENTER. (NOTE: 2" X 6" SUPPORT POSTS AT 8' ON CENTER ARE REQUIRED TO SUPPORT THE WOOD FRAME USED TO COVER AN ABOVE GROUND POOL.) SIZES WILL VARY; PROVIDE PRICE PER SQUARE FOOT OF COVERAGE		SF	$ 5.00	$ 5.00		$ -
	GROUP 1 GRAND TOTAL			$ 455.00		$ -	

TITLE:	BOARD - UP AND GRAFFITI REMOVAL SERVICES FOR RESIDENTIAL & COMMERCIAL PROPERTIES			JASON PHITIDES INC			
BID NO.	SC-0209-20 (MUNICIPAL CODE)						
	GROUP II- GRAFFITI REMOVAL SERVICES						
1	PROVIDE MATERIAL, LABOR, AND OTHER RELATED EXPENSES TO COVER GRAFFITI BY PAINTING OVER IT WITH A MINIMUM OF TWO COATS OF EXTERIOR LATEX PAINT. THE PRIMARY PAINT COLOR SHALL BE WHITE; THE CITY RESERVES THE RIGHT TO SPECIFY AN ALTERNATE COLOR FOR CERTAIN LOCATIONS.		SF	$ 5.00	$ 5.00		$ -
2	PROVIDE MATERIAL, LABOR, AND OTHER RELATED EXPENSES TO REMOVE GRAFFITI USING CHEMICAL SOLVENTS THAT WILL NOT DAMAGE THE SURFACE(S) APPLIED TO.		SF	$ 5.00	$ 5.00		$ -
3	PROVIDE MATERIAL, LABOR, AND OTHER RELATED EXPENSES TO REMOVE GRAFFITI USING WATER APPLIED WITH A HIGH PRESSURE WASHER, IN MANNER THAT WILL NOT DAMAGE THE SURFACE(S) APPLIED TO.		SF	$ 5.00	$ 5.00		$ -
	GROUP 2 GRAND TOTAL			$ 15.00		$ -	
	GRAND TOTAL OF GROUP 1 & 2			$ 470.00		$ -	
	CONFLICT OF INTEREST:			YES			
	INSURANCE ACKNOWLEDGEMENT:			YES			
	SECTION 3 INFORMATION			INCLUDED			
	ADDENDUMS (1) ACKNOWLEDGED:			YES			

TERMS AND CONDITIONS
BOARD-UP AND GRAFFITI REMOVAL SERVICES RESIDENTIAL AND COMMERCIAL PROPERTIES

1. SCOPE

The City of Jacksonville's **Municipal Code Compliance 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 **Board-Up and Graffiti Removal Services Residential and Commercial Properties** as listed in the bid documents.

2. AWARD

Award will be **ALL OR NONE** to the lowest, responsive, responsible **Primary** and **Secondary** bidder. Bidders must bid on all items in all groups to be considered for award. ALL awards are subject to the availability of funds. Bids shall be solicited from all businesses (Section 3 business concern and non-Section 3 business concern).

All Bids will be reviewed by the City of Jacksonville to determine if all firms meet the qualifications for bidding for the City of Jacksonville and determined responsive. The review process will continue with the Section 3 Review Committee to determine which bidders are Section 3 Business Concerns based on the HUD definition as follows below: (a) 51% or more owned by Section 3 Residents;(b) 30% of permanent Fulltime Workforce of Section 3 Residents; (c) 25% of the dollar award to Section 3 business concerns or who meet the requirements of (a) or (b). An award shall be made to the qualified Section 3 business concern with the highest priority ranking and with the lowest responsive bid, if that bid is: (1) within the Guaranteed Maximum Price (GMP), established in the project budget, and (2) not more than "X" higher than the total bid price of the lowest responsible bid. "X" is determined as follows: See Section 3 table.

3. TERM OF AGREEMENT

The term of this agreement will be **from October 1, 2019 through September 30, 2020** with three (3) 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. Vendor shall provide proof of applicable local business license.

5. PRE-BID CONFERENCE

Mandatory- August 2, 2019 @ 10:00 AM, 214 N. Hogan Street, 8th Floor, Conference Room 825.

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).

SPECIFICATIONS

BOARD-UP and GRAFFITI REMOVAL SERVICES
RESIDENTIAL and COMMERCIAL PROPERTIES
CITY OF JACKSONVILLE, FLORIDA
BID #_SC-0209-20

1. GENERAL

The City of Jacksonville, Florida Municipal Ordinance Code Chapter 518 provides for the boarding of vacant and open structures, and the removal of graffiti. If the property owner fails to comply with the requirements of Chapter 518 upon notice, this code prescribes a procedure for removing such violations in Jacksonville, as cited by the Municipal Code Compliance Division, Neighborhoods Department; hereinafter referred to as "City", under certain conditions,. The City reserves the right to employ licensed contractors to abate Chapter 518 violations at the expense of the property owner, and these specifications govern such work. The terms "specifications" and "contract" shall be used interchangeably hereafter.

2. DEFINITION OF TERMS

Wherever, in these specifications, the following terms or pronouns substituting the following terms are used, their intent and meaning shall be interpreted as follows:

OWNER: City of Jacksonville, Florida
Municipal Code Compliance Division
214 North Hogan Street
Jacksonville, Florida 32202

CITY: City of Jacksonville, Florida (Consolidated Government)

CONTRACTOR: Any individual, firm, or corporation entering into an agreement to perform the work specified herein.

BIDDER: Any individual, firm, or corporation submitting a bid.

CONTRACT: The articles of agreement, between the Owner and the Contractor covering specified work.

BID: The approved forms which the Bidder submits.

2.01. INSTRUCTIONS TO BIDDERS

The City of Jacksonville, Department of Procurement will accept sealed bids until **Wednesday, *August 21, 2019 @ 2:00pm*,** in Room 105 of the Ed Ball Building, 214 N. Hogan Street, Jacksonville, Florida 32202.

QWS3270X 8/26/2019 9:15 AM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 08/26/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 9:15 AM

FISCAL MO/YEAR : 11 2019 CURRENCY CODE :
INDEX CODE : ERCC1L2CP MUNICIPAL CODE COMPLIANCE
SUBOBJECT : 03410 CONTRACTUAL SERVICES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	AUG 2019	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	1,199,292.87	4,270,255.66
EXPENDITURES	59,596.95	1,308,487.88	3,320,367.43
ENCUMBRANCES	-17,305.97	-163,237.73	263,892.06
PRE-ENCUMBRANCES	.00	.00	28,657.49
REMAINING BALANCE	-42,290.98	54,042.72	657,338.68

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO
G005 - PRIOR RECORD DISPLAYED