SUBJECT: **LP GAS FOR VARIOUS AGENCIES**

BID #: SC-0354-14 OPEN DATE: 11/06/2013

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PROCUREMENT

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

NUMBER OF BIDS INVITED: 3 NUMBER RECEIVED: 1 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval of award to utilize the third (3) and final renewal option with AmeriGas Propane Inc., for the purchase of propane gas. Period of service is November 14, 2016 through November 13, 2017. Total annual expenditure requested for this period not-to-exceed $130,000.00 with a total estimated expenditure not to exceed $520,000.00.

Funding for this award will be released by Master Blanket and encumbered by various agencies.

Attachments: Recommendation Memo, Vendor's Memo, Terms and Conditions, Specifications, Tabulation Sheet, Previous Awards

Analyst: _____ CHELSEY RENFROE

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: **Dan Pearson, Manager of Purchasing, Asst.**

(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 _____

PROCUREMENT DIVISION

Jacksonville
Where Florida Begins.

TO: Gregory Pease, Chief, Procurement Division

FROM: Dan Pearson, Manager of Purchasing Services, Asst.

DATE: October 21, 2016

SUBJECT: SC-0354-14 LP Gas for Various Agencies

The Procurement Division requests approval to utilize the third and final renewal option with AmeriGas for the purchase of propane gas. The period of service shall be from November 14, 2016 thru November 13, 2017. The estimated annual expenditure is $130,000.00 with a revised total expenditure not to exceed $520,000.00.

Funding to be encumbered by various agencies and released by Master Blanket.

Thank you for your assistance and consideration in this matter.

AmeriGas®
America's Propane Company

October 21, 2016

To Whom It May Concern,

AmeriGas would like to exercise the third and final renewal option for the purchase of propane gas – bid SC-0354-14. We agree to the same terms and conditions.

Thank you,

AmeriGas Propane

Patrick McGrath

Area Sales Manager

5000 Sawgrass Village Circle, Ste. 4, Ponte Vedra Beach, FL 32082 (904) 280-1996

TERMS AND CONDITIONS
BID# SC-0354-14

SCOPE OF WORK
The City of Jacksonville, Florida is currently accepting bids to establish firm prices and a source of supply for furnishing and delivering LP Gas to the City of Jacksonville and its independent agencies. The purpose of this bid invitation is to obtain information about your firm and its ability to provide these items(s)/service(s) and to obtain pricing commitments for LP Gas as listed in the bid documents.

AWARD
Award will be ALL OR NONE to the lowest, responsive, responsible bidder. Bidders must be on all items to be considered for award. All awards are subject to the availability of funds.

TERM OF AGREEMENT
The term of this agreement is for one (1) year from date of award 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 conditions set forth in the bid documents.

PRE-BID CONFERENCE
N/A

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.

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).

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.

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

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.

DELIVERY
All bidders should have facilities adequate to service all normal requests within twenty-four (24) hours. 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 prices and unit of measure.

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.

SUPPLIER ACCESSIBILITY
The City or its representative must able to contact, during normal business hours, by telephone or email any suppliers providing goods or services to the city or its agencies. Any supplier accessibility requirements outlined in the specifications supersede this section.

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.

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, 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.

INSURANCE / INDEMNIFICATION
Awarded vendor 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. 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 will be grounds for rejection of bid award. Bid number should be listed on Insurance Certificate.

SPECIFICATIONS FOR LP GAS:

The LP Gas herein specified shall be H.D.-5 and shall conform to ASTM D-1835-67-T, latest revision, Federal Specification BB-G-110. Storage and handling shall meet the standards of NFPA Pamphlet No. 58. In bidding, each vendor certifies that he complies with all of the Florida Liquefied Petroleum Gas Laws, Rules and Regulations currently in effect.

The awarded vendor will be responsible for providing a copy of the previous week's current BPN index for Alma, GA, as published in Butane-Propane News with all invoices submitted for payment.

BID TABULATION SHEET

TITLE:	LP GAS	AMERIGAS/SAWYER GAS
BID NO.:	SC-0354-13	
OPEN DATE:	NOVEMBER 6, 2013 @ 2:00 P.M.	
BUYER:	DAN PEARSON	
No. Invited: ( )	**No. Received (1)**	**No Bids: (0)**
Recorded By:	BONNIE GEDDIS	

ITEM	DESCRIPTION/EST. QTY & UNIT	ANNUAL ESTIMATED GALLONS	$ OVER BPN	$ PER GALLON
1	LP GAS DELIVERED TO VARIOUS LOCATIONS PER BID SPECIFICATIONS	25,000	$0.18	$4,500.00
		CONFLICT OF INTEREST:	YES	
		TERMS:	NOT STATED	
		DELIVERY:	NOT STATED	
		ADDENDUM'S(0)		

SUBJECT: **LP GAS FOR VARIOUS AGENCIES**

BID #: SC-0354-14 OPEN DATE: 11/06/2013

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
SUPPLY CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PROCUREMENT

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

NUMBER OF BIDS INVITED: 3 NUMBER RECEIVED: 1 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to utilize the second (2) of three (3) renewal options with AmeriGas Propane Inc., for the purchase of propane gas. Period of service is November 14, 2015 thru November 13, 2016. Total annual expenditure requested for this period is not to exceed $130,000.00 with a total estimated expenditure not to exceed $390,000.00.

Funding for this award will be released by Master Blanket and encumbered by various agencies.

Attachments: Recommendation Memo, Vendor's Memo, Previous Awards

Analyst: _____ Chelsey Renfroe

RESPECTFULLY SUBMITTED: _____ Gregory Pease, Chief Procurement Division

CONCURRENCE BY: **Dan Pearson, Manager of Purchasing, Asst.**

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING ____ DATE: 10-15-15

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 10/15/15

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Exec...

SUBJECT: LP GAS FOR VARIOUS AGENCIES

BID #: SC-0354-14 **OPEN DATE: 11-06-2013**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
SUPPLY CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PROCUREMENT

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

NUMBER OF BIDS INVITED: 3 **NUMBER RECEIVED: 1** **OTHER: 0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the first (1) of three (3) renewal options with Amerigas Propane, Inc., for the purchase of propane gas, November 14, 2014 through November 13, 2015 in the annual amount not to exceed $130,000.00. Total amount of expenditure not to exceed $260,000.00.

Funding for this award will be released by Master Blanket and encumbered by various agencies.

Attachments: Recommendation Memo, Vendor Letter, Previous Awards

ANALYST: KATHERINE NASWORTHY **RESPECTFULLY SUBMITTED** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: MARLENE RUSSELL, MANAGER OF PURCHASING SERVICES

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING ____ DATE: 10/23/14

OTHER: ____

ACTION OF AWARDING AUTHORITY DATE 10/24/14

APPROVED ✓ DISAPPROVED ____

OTHER ____

SIGNATURE OF AUTHENTICATION Karen Bowling
Chief Administrative Officer
For: Mayor Alvin Brown
Under Authority of:
Executive Order No. 2013-04

SUBJECT: **LP GAS FOR VARIOUS AGENCIES**

BID# SC-0354-14 OPEN DATE: **11/6/2013**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
SUPPLY CONTRACT

AGENCY: **VARIOUS AGENCY**

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

NUMBER OF BIDS INVITED **3** NUMBER RECEIVED **1** OTHER **0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval of award to the lowest responsive, responsible bidder Amerigas Propane, Inc., with an estimated annual expenditure not-to-exceed $130,000.00 to be utilized city-wide. Period of service shall be one (1) year from date of award with three (3), one (1) year, renewal options. Funding to be released by Master Blanket Ordered and encumbered by various agencies.

Attachments: Recommendation Memo, Terms & Conditions, Tabulation Sheet

BUYER: _____ RESPECTFULLY SUBMITTED: _____
DANIEL PEARSON GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: **GREGORY PEASE, CHIEF, PROCUREMENT DIVISION**

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE
MEMBERS APPROVING 3 MEMBERS DISAPPROVING _____ DATE: 11/14/13
_____ OTHER: _____
_____
_____

ACTION OF AWARDING AUTHORITY DATE: 11/14/13

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Karen Bowling
Chief Administrative Officer
For: Mayor Alvin Brown
Under Authority of:
Executive Order No. 2013-04

FORM GB-108, Revised 12/2007

	AMERIGAS PROPANE INC.	
SC-0354-14		
11/14/2013	$130,000.00	Award
10/24/2014	$130,000.00	1st Renewal Option
10/15/2015	$130,000.00	2nd Renewal Option
PENDING	$130,000.00	3rd Renewal Option
	$520,000.00	**Total Award**