SUBJECT: Boat Yard Services for City Vessels

BID #: SC-0450-17 **OPEN DATE:** 4/5/17

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – One (1) year from date of award with two (2) one (1) year renewal options

AGENCY: Fleet Management Division

BASIS OF AWARD: All or None to the Lowest Responsive, Responsible bidder

NUMBER OF BIDS INVITED: 5 **NUMBER RECEIVED:** 4 **OTHER:** 1

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the second and final renewal option with Lamb's Yacht Center. Period of service is from May 9, 2019 through May 8, 2020. Total revised estimated annual expenditure amount is $135,000.00, for a total expenditure amount not to exceed $330,000.00.

Funding Source: AFFM511-04602 - To be encumbered by purchase order

Attachments: Recommendation Memo, Vendor Letter and Previous Awards

Analyst: _____ Annette Burney

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Crisencio Tongol, Chief, Fleet Management 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 _____

FINANCE AND ADMINSTRATION DEPARTMENT

FLEET MANAGEMENT DIVISION

Jacksonville

Where Florida Begins.

Date: February 28, 2019

To: Gregory Pease, Chief of Procurement Division

Thru: Cris Tongol, Chief of Fleet Management

From: Erik Preacher, Fleet Financial Services Manager

Re: Recommendation of Approval of Second (2nd) Renewal for SC-0450-17 Boat Yard Services for City Vessels

Fleet Management Division is requesting approval to utilize the Second (2nd) renewal option for SC-0450-17 Boat Yard Services to Lamb's Yacht Center. Period of Service is May 9, 2019 through May8, 2020. Total estimated annual expenditure amount is $135,000.00, for a total expenditure not to exceed $330,000.00.

Funding Source: AFFM511-04602 to be encumbered by purchase order

Kurtz, Sheryl

From: Richard Pumphrey <richard@lambsyachtcenter.com>
Sent: Thursday, February 28, 2019 10:03 AM
To: Kurtz, Sheryl
Subject: Re: SC-0450-17 1st Renewal option

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.

Hi Sheryl,

Lambs Yacht Center would like to accept the 1 year extension for May 9, 2019 through May 8, 2020

Do you need this on written letter head or is this email acceptable ?

On Wed, Feb 13, 2019 at 11:29 AM Kurtz, Sheryl <SKURTZ@coj.net> wrote:

Dear Vendor:

The above listed Bid is due for renewal on May 8, 2019. As stated in the bid, this contract may be extended for an additional one (1) year renewal option at the discretion of the City, based on vendor performance and adherence to price, terms and conditions of the bid.

The City of Jacksonville would like to offer the First (1st) year renewal option for the period of May 9, 2019 through May 8, 2020. If your company opts to use the renewal option, please submit a written agreement to exercise the renewal option.

If you opt not to use the renewal option, please submit a letter stating the action desired. To have adequate time to renew or re-bid this project, all documents must be submitted no less than **thirty days** prior to the deadline date stated above.

Please do not hesitate to contact me at (904) 255-7465, if you have any questions or need additional information regarding the renewal process.

Thank you,

SUBJECT: Boat Yard Services for City Vessels

BID #: SC-0450-17 **OPEN DATE:** 4/5/17

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – One (1) year from date of award with two (2) one (1) year renewal options

AGENCY: Fleet Management Division

BASIS OF AWARD: All or None to the Lowest Responsive, Responsible bidder

NUMBER OF BIDS INVITED: 5 **NUMBER RECEIVED:** 4 **OTHER:** 1

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject award was approved 5/9/17 as an administrative award and is currently utilizing the first of two (2) renewal options approved 3/9/18.

Recommend approval to increase the award with Lamb's Yacht Center by $75,000.00 to continue providing boatyard services through the period ending May 8, 2019. Total revised estimated expenditure amount is $135,000.00, for a total expenditure amount not to exceed $195,000.00.

Funding Source: AFFM511-04602 - To be encumbered by purchase order

Attachments: Recommendation Memo and Previous Awards

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2018. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

Analyst: Annette Burney **RESPECTFULLY SUBMITTED:** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Crisencio Tongol, Chief, Fleet Management Division

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 10/04/18

OTHER:

ACTION OF AWARDING AUTHORITY DATE 10/04/18

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

ADMINISTRATIVE AWARD
BID No.: SC-0450-17

DESCRIPTION OF GOODS/SERVICES:
Recommend approval to utilize the first of two (2) renewal options with Lamb's Yacht Center to provide boatyard services for the Fleet Management Division. Period of service is from May 9, 2018 through May 8, 2019, with a one (1) year renewal option remaining. Total revised estimated expenditure amount is $60,000.00, for a total expenditure amount not to exceed $120,000.00.

Funding Source: AFFM511-04602 - To be encumbered by purchase order

FOR AGENCY/DEPARTMENT: Fleet Management Division

REQUISITION NUMBERS: N/A

NUMBER FIRMS SOLICITED: 14 **NUMBER FIRMS BIDDING:** 1

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION: N/A

RECOMMEND AWARD TO: Lamb's Yacht Center

CONCURRENCE BY: C. J. Thompson, Chief, Fleet Management Division

PRICE: $120,000.00 **TERMS:** Net 30 Days

REASON FOR NOT ACCEPTING LOW BID: N/A

Analyst

Mgr. of Purchasing Services

3-2-18
Date

3.7.18
Date

APPROVAL:

Gregory Pease, Chief, Procurement Division

3/9/18
Date

ADMINISTRATIVE AWARD
BID No.: SC-0450-17

DESCRIPTION OF GOODS/SERVICES:
Recommend approval of award to the lowest responsive, responsible bidder, Lamb's Yacht Center, to provide boatyard services for the Fleet Management Division. Period of service is for one (1) year from date of award, with two (2) one (1) year renewal options. Total expenditure not to exceed amount of $60,000.00.

Funding Source: AFFM511-04602 - To be encumbered by purchase order

FOR AGENCY/DEPARTMENT: Fleet Management Division

REQUISITION NUMBERS: N/A

NUMBER FIRMS SOLICITED: 14 **NUMBER FIRMS BIDDING:** 1

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION: N/A

RECOMMEND AWARD TO: Lamb's Yacht Center

CONCURRENCE BY: C. J. Thompson, Chief, Fleet Management Division

PRICE: $60,000.00 **TERMS:** Net 30 Days

REASON FOR NOT ACCEPTING LOW BID: N/A

Analyst

Mgr. of Purchasing Services

5-4-17
Date

5/8/2017
Date

APPROVAL:

Gregory Pease, Chief, Procurement Division

5/8/17
Date