SUBJECT: BEVERAGE OPERATIONS AND SERVICES FOR ALL SPECIAL EVENTS

BID #: AD-0162-19 **OPEN DATE: 2019/04/29**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – PERIOD OF SERVICE WILL BE FROM DATE OF AWARD THROUGH SEPTEMBER 30, 2019, WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT, SPORTS & ENTERTAINMENT DIVISION

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

NUMBER OF BIDS INVITED: 6 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject Bid was awarded on 5/6/19 to Catered Cocktails, LLC. under Informal Administrative Award (AD-0162-19).

Recommend approval to amend the award with Catered Cocktails, LLC. due to increased needs at the annually hosted events by Sports & Entertainment to ensure the proper staffing is provided for beverage operations and services. The annual expenditure requested to increase is $145,000.00, with a total award not to exceed $380,485.00. The period of service will remain the same until September 30, 2023.

FUNDING SOURCES: 00113.133101.544020/549040, All Activities
00113.133105.552060.000000.00000000.00000.0000000
10302.133101.549006.000000.00000000.00000.0000000
To be executed by purchase order(s)

Attachments: Recommendation Memo, Previous Awards

ANALYST: _____
RUBEN OLA

RESPECTFULLY SUBMITTED: _____
DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Daryl T. Joseph, Director, Parks, Recreation and Community Services Department

(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

Daryl T. Joseph, Director

Parks, Recreation and Community Services Department
214 N Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 255-7907
www.coj.net

ONE CITY. ONE JACKSONVILLE.

March 24, 2023

To: Dustin Freeman, Chief
Procurement Division

Thru: Daryl T. Joseph, Director
Parks, Recreation and Community Services Department

From: Chandler Fussell, Chief
Sports and Entertainment Division

Subject: FY23 Beverage Operations and Services- Catered Cocktails, LLC AD-0162-19/POA9A09059 Award Increase Request

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The Department of Parks, Recreation and Community Services, Division of Sports and Entertainment requests to amend the award for Beverage Operations and Services AD-0162-19/POA-9A09059 provided by Catered Cocktails, LLC. Period of service will be October 1, 2022, through September 30, 2023.

Due to increased needs at the annually hosted events by Sports & Entertainment an award increase request is necessary to ensure the proper staffing is provided for beverage operations and services.

Annual expenditures increase are requested not to exceed $145,000 with total award not expected to exceed $380,485.00 and payments will be processed by Purchase Order releases from the assigned Purchase Order Agreement.

Funding Sources: 00113.133101.544020/549040. All Activities
00113.133105.552060.000000.00000000.00000.0000000
10302.133101.549006.000000.00000000.00000.0000000

Attachments: 4th Renewal Award

JMK

CC: Rene'e Harriman, Parks, Recreation and Community Services Department
Jennifer Malice-Kelly, Division of Sports & Entertainment

ADMINISTRATIVE AWARD
BID NO.: AD-0162-19
4th Renewal

DESCRIPTION OF GOODS/SERVICES: Recommend approval to utilize the fourth and final renewal with Catered Cocktails, LLC for beverage operations and services. The period of service will be from the October 1, 2022 through September 30, 2023. The total estimated for this period not to exceed $63,250.00, total award amount not to exceed $298,735.00.

FUNDING SOURCE: 00113.133101.549020/544040, 00113.133105.552060, 10302.133101.549006.000000.00000000.00000.0000000 To be executed by one time purchase order agreement.

FOR AGENCY/DEPARTMENT: Department of Parks, Recreation and Community Services, Division of Sports and Entertainment

REQUISITION NUMBERS: PRSP-502191-22 PO9A09059

NUMBER FIRMS SOLICITED: N/A **NUMBER FIRMS BIDDING:** N/A

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

RECOMMEND AWARD TO: Catered Cocktails, LLC

CONCURRENCE BY: Daryl T. Joseph, Director of Parks, Recreation Community Services Department

PRICE: $298,735.00

TERMS: N/A

Michelle Spitler
Buyer

Marilyn Kurdr
Asst Manager of Purchasing Svcs

August 16, 2022
Date

8/17/22
Date

APPROVAL:

Gregory Pease, Chief, Procurement Division

8/17/22
Date

ADMINISTRATIVE AWARD
Bid Number: POA-9A09059
Extension

DESCRIPTION OF GOODS/SERVICES: Recommend approval to extend the award with Catered Cocktails, LLC through October 3, 2021. Total requested increase in the amount of $27,250.00 with total amount not to exceed $64,000.00. Total revised award amount not-to-exceed $137,500.00.

FUNDING SOURCE: 10302.133101.549006.000000 To be executed through purchase order agreement.

FOR AGENCY/DEPARTMENT: Parks, Recreation, and Community Services, Sports and Entertainment Division

REQUISITION NUMBERS: PRSP-501206-21 AD-0162-19

NUMBER FIRMS SOLICITED: N/A **NUMBER FIRMS BIDDING:** N/A

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

RECOMMEND AWARD TO: Catered Cocktails, LLC

CONCURRENCE BY: Daryl T. Joseph, Director of Parks, Recreation, and Community Services Department

PRICE: $137,500.00 **TERMS:** Net 30 Days

Michelle Spitler
Buyer

Asst Manager of Purchasing Svcs

September 3, 2021
Date

9/7/21
Date

APPROVAL:

Gregory Pease, Chief, Procurement Division

9/2/21
Date

ADMINISTRATIVE AWARD
BID NO.: AD-0162-19
2nd Renewal

DESCRIPTION OF GOODS/SERVICES: Recommend approval to utilize the second renewal option with Catered Cocktails, LLC for beverage operations in the annual expenditure amount of $36,750.00. Total revised award amount not-to-exceed $110,250.00. Period of service shall be October 1, 2020 through September 30, 2021 with two (2) one (1) year renewal options remaining.

FUNDING SOURCE: 00113.133101.549040/544020/ 10302.133101.549006 to be executed by Purchase Order

FOR AGENCY/DEPARTMENT: Parks, Recreation and Community Services, Division of Sports and Entertainment

REQUISITION NUMBERS: PRSP-500409-21 REQ252608 / PO9A09059

NUMBER FIRMS SOLICITED: 6 **NUMBER FIRMS BIDDING:** 1

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

RECOMMEND AWARD TO: Catered Cocktails, LLC

CONCURRENCE BY: Daryl Joseph, Director Parks, Recreation and Community Services

PRICE: $110,250.00 **TERMS:** NET 30 DAYS

REASON FOR NOT ACCEPTING LOW BID: N/A

Sokkhar Muon, Buyer

Date 10/13/2020

Manager of Purchasing Services

Date 10/14/20

APPROVAL:

Gregory Pease, Chief Procurement Division

Date 10/15/20

ADMINISTRATIVE AWARD
BID NO.: AD-0162-19

DESCRIPTION OF GOODS/SERVICES:
Recommend approval to utilize the first renewal option with Catered Cocktails, LLC in the annual expenditure amount of $36,750.00. Total revised award amount not-to-exceed $73,500.00. Period of service shall be October 1, 2019 through September 30, 2020 with three (3) one (1) year renewal options remaining.

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2019. 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 work herein. A written notification will be provided in the event the funds are appropriated.

FUNDING SOURCE: Funding for this award shall be encumbered by PRSE134SE-04904 and executed by Purchase Order(s).

FOR AGENCY/DEPARTMENT: Sports and Entertainment/Special Events

REQUISITION NUMBERS: REQ252608 / PO9A09059

NUMBER FIRMS SOLICITED: 6 **NUMBER FIRMS BIDDING:** 1

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

RECOMMEND AWARD TO: Catered Cocktails, LLC

CONCURRENCE BY: Marlene Russell, Director Organizational Effectiveness

PRICE: $73,500.00 **TERMS:** NET 30 DAYS

REASON FOR NOT ACCEPTING LOW BID: N/A

David Klages, Analyst
6/26/19
Date

Manager of Purchasing Services, Assistant
6/26/19
Date

APPROVAL:

Gregory Pease, Chief, Procurement Division
6/26/19
Date

ADMINISTRATIVE AWARD
BID No.: AD-0162-19
Amendment

DESCRIPTION OF GOODS/SERVICES: Recommend approval to change vendor name from Catered Cocktails to Catered Cocktails LLC. and to issue new Master Blanket. Total award amount to remain $36,750.00.

Funding Source – PRSE134SE – 04904 to be encumbered by Master Blanket Purchase Order

FOR AGENCY/DEPARTMENT: Sports and Entertainment/Special Events

REQUISITION NUMBERS: N/A

NUMBER FIRMS SOLICITED: N/A **NUMBER FIRMS BIDDING:** N/A

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

RECOMMEND AWARD TO: Catered Cocktails, LLC.

CONCURRENCE BY: Brent Fine, Manager, Office of Special Events

PRICE: $36,750.00 **TERMS:** NET 30

REASON FOR NOT ACCEPTING LOW BID: N/A

Buyer

06/05/2019
Date

Asst. Manager of Purchasing Services

6/5/19
Date

APPROVAL

Gregory Peace, Chief, Procurement Division

6/6/19
Date

ADMINISTRATIVE AWARD
BID No.: AD-0162-19

DESCRIPTION OF GOODS/SERVICES: Recommend approval of award to Catered Cocktails to provide beverage booth operations at City's Special Events. Period of service is from date of award through September 30, 2019 with four (4) one (1) year renewal options. Total estimated expenditures not to exceed $36,750.00.

Funding Source – PRSE134SE – 04904 to be encumbered by Master Blanket Purchase Order

FOR AGENCY/DEPARTMENT: Sports and Entertainment/Special Events

REQUISITION NUMBERS: REQ252608

NUMBER FIRMS SOLICITED: 6 **NUMBER FIRMS BIDDING:** 1

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

RECOMMEND AWARD TO: Catered Cocktails

CONCURRENCE BY: Brent Fine, Manager, Office of Special Events

PRICE: $36,750.00 **TERMS:** NET 30

REASON FOR NOT ACCEPTING LOW BID: N/A

Buyer

Asst. Manager of Purchasing Services

05/02/2019
Date

02/MAY/2019
Date

APPROVAL

Gregory Pease, Chief, Procurement Division

5/6/19
Date