SUBJECT: MAIN PUBLIC LIBRARY CONFERENCE CENTER AUDITORIUM CARPET, AND STAFF WORKROOM FLOORING REPLACEMENT

BID # SC-0289-24 **OPEN DATE:** 1/31/24

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – DATE OF AWARD THROUGH PROJECT COMPLETION

AGENCY: PUBLIC LIBRARY

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

NUMBER OF BIDS INVITED: 35 **NUMBER RECEIVED**: 4 **OTHER**: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to lowest responsive, responsible bidder, Dixie Contract Carpet, Inc. Period of service is from date of award through project completion. Total estimated expenditure amount not to exceed $326,855.00.

Funding Source: 11101.174103.583052.010507.00000000.00000.0000000 – $200,000.00
54101.155001.546030.000000.00001349.00000.0000000 – $126,855.00
To be executed by Purchase Order

ATTACHMENTS: Recommendation Memo, Bid Tabulation, Terms and Conditions, Specification

ANALYST: for COREY SIDLO **RESPECTFULLY SUBMITTED:** DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Tim Rogers, Chief Librarian/Library Director, Jacksonville Public Library

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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 _____

JACKSONVILLE
PUBLIC LIBRARY

Start Here. Go Anywhere.

TO: Dustin Freeman, Chief of Procurement Division

FROM: Tim Rogers, Chief Librarian/Library Director, Jacksonville Public Library

DATE: February 12, 2024

SUBJECT: Recommendation Award Letter re: Jacksonville Public Library: Main Public Library Conference Center Auditorium Carpet, Public and Staff Flooring Replacement, **Bid No: CS-0289-24**

The Jacksonville Public Library is requesting to award Bid No. SC-0289-24 Main Public Library Conference Center Auditorium Carpet, Public and Staff Flooring Replacement to Dixie Contract Carpet.

The work for this project consists of furnishing all labor, materials, equipment, and performing all operations necessary to complete carpet replacement at the Main Library & Convention Center Auditorium.

Total estimated expenditure not to exceed $326,855.00 to be executed via Purchase Order. Funding sources below:

Funding Source	Source Number	Funding Amount
CDBG:	1101.174103.583052.010507.00000000.00000.0000000	$200,000.00
PUBLIC BUILDINGS:	54101-155001-546030-000000-00001349-00000-0000000	$126,855.00

Your assistance in concurring with this request would be appreciated. If you have any questions or concerns regarding this matter, please contact Lloyd Boyd (904) 255-6164.

Cc: Dr. Leslie Jones, Director Finance and Budget
Pam McClellan, Manager Contracts and Grants
Lloyd Boyd, Manager Facilities
Davetta Williams, Human Services Planner II
Daniel VanSickle, Professional Engineer

BID TABULATION

Title:	REPLACEMENT
Bid No.:	SC-0289-24
Opening Date:	January 31, 2024
Analyst:	Corey Sidlo
No. Invited:	(35) **No. Received:** (4) **Other:** (0)
Recorded By:	Melissa Pierce **Announced By:** Pearl Mitchell

Item #	Description	Quanitity	Unit	DIXIE CONTRACT CARPET		WARDEN CONSTRUCTION CORP.		CLAYTON CO CONSULTANTS, LLC.		TSG CONSTRUCTION, LLC.	
				Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
1	"A" Convention Center Auditorium: Vestibule 036, Projection Room 038, Vestibule 039, Auditorium 040, Green Rooms 045, 046, Lift Room 078.	5,745	sqft	$11.43	$65,705.00	$13.62	$78,246.90	$18.82	$108,109.72	$22.53	
2	"A.2" Green Rooms 045, 046		sqft	$14.00	$7,700.00	$16.03	$1,923.60	$28.90	$4,045.90	$0.00	$0.00
3	"B.1" Ground Floor: Staff Areas:	5,560	sqft	$8.89	$49,390.00	$11.77	$65,441.20	$14.42	$80,180.37	$22.53	$125,266.80
4	Circulation Desk 125, Storage 125A, Security 131, Storage 132, Circulation Work Room 137, Popular Library Work Room 140, Managers Office 142, Storage 143, Teen Services Work Room 144, Gallery 145, Storage 148, Corridor 160, and Staff elevator	1,500	sqft	$12.91	$19,365.00	$10.92	$16,380.00	$23.84	$35,757.01	$22.53	$33,795.00
5	"C" Second Floor: Storage 245, Fiction Work Room 246, Periodicals Work Room 247	3,450	sqft	$8.99	$31,000.00	$12.40	$42,780.00	$15.02	$51,803.50	$22.53	$77,728.50
6	"D Third Floor: Staff Work Room 321, Managers Office 323	1,470	sqft	$19.44	$28,565.00	$14.00	$20,580.00	$21.32	$31,337.81	$22.53	$33,119.10
7	"D2" Alternate Non-fiction Fine Arts 316 (3West)	7,248	sqft	$10.12	$73,420.00	$13.18	$95,528.64	$8.11	$58,792.47	$22.53	$163,297.44
8	"E" Fourth Floor: Quiet Room 418, Managers Office 436, Workroom 437, Study Room 429, Print Room 466	4,000	sqft	$8.80	$35,205.00	$12.19	$48,760.00	$16.81	$67,222.38	$22.53	$90,120.00
9	"E" Alternate Government Document Collections 433	2,300	sqft	$7.18	$16,505.00	$10.41	$23,943.00	$16.04	$36,901.27	$22.53	$51,819.00
			Total Bid (Items 1 - 9):	**$326,855.00**		**$393,583.34**		**$474,150.41**		**$704,580.69**	

Terms:	NOT LISTED	NOT LISTED	NET 15	0.50%
Delivery:	NOT LISTED	NOT LISTED	NOT LISTED	30 DAYS
Signed Bid Form:	YES	YES	YES	YES
Bid Proposal Form:	YES	YES	YES	YES
Conflict of Interest:	YES	YES	YES	YES
Insurance Acknowledgement Form:	YES	YES	YES	YES
Warranty:	YES	YES	YES	YES
Buy American Preference:	YES	NOT LISTED	YES	YES
Addendums:(5)	YES	YES	NOT LISTED	YES

TERMS AND CONDITIONS

MAIN PUBLIC LIBRARY CONFERENCE CENTER AUDITORIUM CARPET, PUBLIC and STAFF FLOORING REPLACEMENT

SCOPE

The Jacksonville Public Library is currently accepting bids to obtain source(s) of supply for the service 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 the services and to obtain pricing commitments for the replacement of carpet in the Jacksonville Public Library's Conference Center Auditorium, Ground, 2ND. 3RD, and 4TH Floor Staff Workroom, Nonfiction 3 West, Flooring Replacement listed in the bid documents.

AWARD

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

TERM OF AGREEMENT

The term of this agreement is a one-time service contract from date of award until completion.

Minimum Requirements for Contractors.

Bidders should submit or comply with the following minimum requirements. Failure to submit any of these requirements may be grounds for rejection:

1. The Contractor shall provide current proof of all business licenses required by local, state, and federal law as applicable.

2. Bidders must possess a local business tax certificate, if applicable.

3. Bidders must provide proof of at least three (3) floor installation projects of at least $500,000.00 in value which have been successfully completed in the last five (5) years.

COMPLIANCE WITH SPECIFICATIONS

The bidder, by affixing their signature to the bid form submitted, agrees to provide 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 service(s) covered under this bid. The city reserves the right to cancel this contract in whole or in part for such service(s).

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.

PRICES

All unit prices shall include freight, delivery, install and handling charges to the delivery location as outlined in the bid documents. The city is tax exempt, this will not be passed to contractors. Contractors are responsible for all taxes incurred.

DELIVERY

Delivery of materials will be located: 303 N Laura St, Jacksonville, FL 32202 between the hours of 7:00 am and 5:00 pm, Monday thru Saturday. There will be no exceptions to the times stated unless prior arrangement with Jacksonville Public Library Manager. There will be no parking on the sidewalks, blocking of exits, or parking in the loading dock except for the delivery of equipment and materials. All vendors are to find alternate parking for employees. Vendors can contact Jacksonville Parking Administration for assistance with the temporary rental of parking meters for a dumpster and staff parking.

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.

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: COJ1CLOUDINVOICES@COJ.NET . The invoice email subject line MUST BE: inv_30000008806179. Invoices can also be submitted through the 1 Cloud Supplier Portal.

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. The awarded vendor will be required to submit the copy of insurance certificate within ten (10) days from date of receipt of award notice. Bid number should be listed on certificate.

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FEDERAL FUNDS

This Project will be funded partly or in total by the Federal Government. Therefore, Bidders must comply with Title VI of the Civil Rights Act of 1964 (24 CFR, Parts1 & 2); Title VIII of the Civil Rights Act of 1968 (24 CFR, Part 115); Federal Labor Standards Provisions (HUD 4010); The Davis-Bacon Act; the Anti-Kickback Act; and the Contract Work Hours and Safety Standards Act. Bidders are advised to refer to the Federal Regulations, of these specifications for more information.

Build America, Buy America (BABA Act): Vendors awarded construction or rehabilitation projects must comply with the requirements of the Build America, Buy America (BABA) Act, 41 USC 801 note, and all applicable rules and notices as may be amended, if applicable to the Grantee's infrastructure project. The Act includes the "Buy America Preference" (BAP), which requires that any iron, steel, manufactured products, or construction materials must be produced in the United States, unless specifically waived by HUD. Pursuant to HUD's Notice, "Public Interest Phased Implementation Waiver for FY 2022 and 2023 of Build America, Buy America Provisions as Applied to Recipients of HUD Federal Financial Assistance" (88 FR 17001), any funds obligated by HUD on or after the applicable listed effective dates, are subject to BABA requirements, unless excepted by a waiver.

Bidders must comply with Section 3 requirements included in the back of this RFP.

PRE-BID MEETING:

There is a **MANDATORY** pre-bid meeting held on Thursday, January 4, 2024 at 9:00am, at the Main Library – Conference Level. The Main Library address is 303 Laura Street N., Jacksonville, FL 32202.

Contractor's failure to attend the Pre-Bid Meeting will result in the Response not being evaluated and being rejected as non-responsive.

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SPECIFICATIONS

A. Conference Center Auditorium

1. Vestibule 036, Vestibule 039, Auditorium 040, Wheelchair Lift Room 078.
   Remove and dispose of existing carpet. Prepare substrate by removing residual adhesive and properly provide a smooth substrate to install new floor covering. Furnish and install Forbo - Flotex Modular Flooring; Color to be selected by owner. Contractor shall be responsible for removing and reinstalling theatre seating to allow for new floor covering to be installed underneath.

   1.1 All Existing wood wall base to remain.
   1.2 Replace all rubber base

2. Projection Room 038, Green Rooms 045, 046,
   Remove and dispose of existing carpet. Prepare substrate by removing residual adhesive and properly provide a smooth substrate to install new floor covering. Furnish and install Mannington Commercial Resilient LVT flooring Color and size to be selected by owner from manufacturer's full range of colors. See attached specification. No substitutions will be accepted Contractor shall be responsible for removing and reinstalling shelving to allow for new floor covering to be installed underneath

   2.1 Replace all rubber base

B. Ground Floor Staff Area

1. Staff Area: Circulation Desk 125, Storage 125A, *Security 131, Storage 132, Circulation Work Room 137, Popular Library Work Room 140, Circulation Managers Office 142, Storage 143, Teen Services Work Room 144, Gallery 145, Storage 148, Corridor 160, and Staff elevator.
   Remove and dispose of existing carpet. Prepare substrate by removing residual adhesive and properly provide a smooth substrate to install new floor covering. Furnish and install Mannington Commercial Resilient LVT flooring Color and size to be selected by owner from manufacturer's full range of colors. See attached specification. No substitutions will be accepted Contractor shall be responsible for removing and reinstalling shelving to allow for new floor covering to be installed underneath.

   1.1 *Security 131 Flooring Forbo Marmoleum Striato Modular: Black Sheep T5237
   1.2 Replace all Rubber Cove Base
   1.3 Wood Base to remain

2. Add Alternate
HR Reception 146, Interview 147, Volunteer Coordinator 150, Assistant Office 151, Manager's Office 152, Interview Office 154, Open Office 159
Remove and dispose of existing carpet. Prepare substrate by removing residual adhesive and properly provide a smooth substrate to install new floor covering. Furnish and install Forbo - Flotex Modular Flooring; Color to be selected by owner. Contractor shall be responsible for removing and reinstalling office furniture to allow for new floor covering to be installed underneath.

2.5 Replace all rubber cove base

C. Second Floor

1. Storage 245, Fiction Work Room 246, Periodicals Work Room 247, Backfile Periodicals 248.
Remove and dispose of existing carpet. Prepare substrate by removing residual adhesive and properly providing a smooth substrate to install new floor covering. Furnish and install Mannington Commercial Resilient LVT flooring Color and size to be selected by owner from manufacturer's full range of colors. See attached specification. No substitutions will be accepted Contractor shall be responsible for removing and reinstalling cubicles, furniture and shelving to allow for new floor covering to be installed underneath.

1.1 Replace all rubber cove base

D. Third Floor

1. Copier Alcove 317, Staff Work Room 321, Managers Office 323
Remove and dispose of existing carpet. Prepare substrate by removing residual adhesive and properly providing a smooth substrate to install new floor covering. Furnish and install Mannington Commercial Resilient LVT flooring Color and size to be selected by owner from manufacturer's full range of colors. See attached specification. No substitutions will be accepted Contractor shall be responsible for removing and reinstalling cubicles, furniture, and shelving to allow for new floor covering to be installed underneath.

Replace Rubber Base

2. Add Alternate
Nonfiction Fine Arts 316
Remove and dispose of existing carpet. Prepare substrate by removing residual adhesive and properly provide a smooth substrate to install new floor covering. Furnish and install Forbo - Flotex Modular Flooring; Color to be selected by owner. Contractor shall be responsible for removing and reinstalling shelving, and furniture to allow for new floor covering to be installed underneath.

2.1 Replace all rubber cove base

E. Fourth Floor

Quiet Room 418, Study Room 429, Managers Office 436, Workroom 437, Print Room 466
Remove and dispose of existing carpet. Prepare substrate by removing residual adhesive and properly providing a smooth substrate to install new floor covering. Furnish and install Mannington Commercial Resilient LVT flooring Color and size to be selected by owner from manufacturer's full range of colors. See attached specification. No substitutions will be accepted Contractor shall be responsible for removing and reinstalling cubicles, furniture, and shelving to allow for new floor covering to be installed underneath.

1.1 Replace rubber base

3. Add Alternate
Government Document Collection 433
Remove and dispose of existing carpet. Prepare substrate by removing residual adhesive and properly providing a smooth substrate to install new floor covering. Furnish and install Mannington Commercial Resilient LVT flooring Color and size to be selected by owner from manufacturer's full range of colors. See attached specification. No substitutions will be accepted Contractor shall be responsible for removing and reinstalling cubicles, furniture, and shelving to allow for new floor covering to be installed underneath.

Replace Rubber Base