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SUBJECT: JACKSONVILLE PUBLIC LIBRARY REGENCY BRANCH CARPET REPLACEMENT AND REMOVAL OF REFERENCE DESK - REBID

BID # SC-0357-24 **OPEN DATE: 04/17/2024**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – ONE-TIME CONTRACT FROM DATE OF AWARD THROUGH PROJECT COMPLETTION.

AGENCY: PARKS, RECREATION AND COMMUNITY SERVICES

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

NUMBER OF BIDS INVITED: 5 **NUMBER RECEIVED**: 3 **OTHER**: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the lowest responsive, responsible bidder, TSG Construction, LLC. Period of service will be from date of award through project completion. Total estimated expenditure amount not to exceed $210,002.40.

Funding to be encumbered by accounts: 01101.174103.583052.010729.00000000.00000.0000000 to be executed by Purchase Order

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

ANALYST: _____ **RESPECTFULLY SUBMITTED:** _____
RENATA BARNETT 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: May 1, 2024

SUBJECT: Recommendation Award Letter re: Jacksonville Public Library: Regency Square Branch Carpet Replacement and Removal of Reference Desk - Rebid, **Bid No: SC-0357-24**

The Jacksonville Public Library is requesting to award Bid No. SC-0357-24 Regency Square Branch Carpet Replacement and Removal of Reference Desk – Rebid to TSG Construction, LLC.

The work for this project consists of furnishing all labor, materials, equipment, and performing all operations necessary to complete flooring replacement throughout the building and removal of the Reference Desk at the Regency Square Branch Library.

Total estimated expenditure not to exceed $210,002.40 to be executed via Purchase Order. Funding sources below:

Funding Source	**Source Number**	**Funding Amount**
CDBG:	1101.174103.583052.010729.00000000.00000.0000000	$210,002.40

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, Assistant Director for Library Finance and Budget
Pam McClellan, Manager for Contracts and Grants
Lloyd Boyd, Assistant Director for Library Spaces
Davetta Williams, Human Services Planner II
Daniel VanSickle, Professional Engineer

BID TABULATION

Title:	**JACKSONVILLE PUBLIC LIBRARY REGENCY BRANCH CARPET REPLACEMENT AND REMOVAL OF REFERENCE DESK - REBID**			**TSG CONSTRUCTION LLC**		**DIXIE CONTRACT CARPET, INC.**		**CLAYTON CO CONSULTANTS LLC**	
Bid No.:	SC-0357-24								
Close Date:	April 17, 2024								
Analyst:	RENATA BARNETT								
No. Invited:	(5) **No. Received:** (3) **Other:** (0)								
Announcer:	Michelle Spitler								
Recorded By:	Melissa Pierce								
NOTES:									
Item #	**Description**	**Quantity**	**Unit**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**
1	Resilient Flooring Lobby 101, Gallery 102, Quiet Study 105, 106, 106A, Micro Film 107, Conference 108, Assistant Manager 109, Data Equipment 109, Circulation Work Room 111, Service 112, Staff Lounge 113, Lockers 114, Children's Workroom 117, Branch Manager 118, 118A, Librarian 119, 119A, Children's (Front of Desk) 122, Art Room 124, Story Time 125, Children's Storage 126, Meeting Rooms 127, 128, Storage 129, 131, 132, 135, 136, 137	9,060	SQ. FT	$ 11.24	$ 101,834.40	$ 10.70	$ 95,915.00	11.37	$ 102,970.76
2	Reference 104, Children's Library 122,	8,200	SQ. FT	$ 11.24	$ 92,168.00	$ 13.98	$ 114,660.00	$ 11.11	$ 91,142.16
3	Remove and dispose of reference Desk			$ 1,000.00	$ 1,000.00	$ 5,650.00	$ 5,650.00	LS	$ 17,838.66
4	Lifting, moving and reinstalling of the bookshelves			$ 15,000.00	$ 15,000.00	$ 57,000.00	$ 57,000.00	$ -	$ -
			Total:	**$**	**210,002.40**	**$**	**274,225.00**	**$**	**211,951.58**
			Terms:			✓		✓	
			Delivery:			✓			

BID PROPOSAL FORM

JACKSONVILLE PUBLIC LIBRARY REGENCY BRANCH CARPET REPLACEMENT AND REMOVAL OF REFERENCE DESK - REBID					
Item #	**Description**	**Qty.**	**Unit**	**Unit Price**	**Extended Price**
1	Resilient Flooring Lobby 101, Gallery 102, Quiet Study 105, 106, 106A, Micro Film 107, Conference 108, Assistant Manager 109, Data Equipment 109, Circulation Work Room 111, Service 112, Staff Lounge 113, Lockers 114, Children's Workroom 117, Branch Manager 118, 118A, Librarian 119, 119A, Children's (Front of Desk) 122, Art Room 124, Story Time 125, Children's Storage 126, Meeting Rooms 127, 128, Storage 129, 131, 132, 135, 136, 137	9060	Sq. ft	$ 11.24	$ 101,834.40
2	Reference 104, Children's Library 122,	8200	Sq. ft	$ 11.24	$ 92,168.00
3	Remove and dispose of reference Desk			$ 1,000.00	$ 1,000.00
4	Lifting, moving and reinstalling of the bookshelves			$ 15,000.00	$ 15,000.00
				TOTAL:	$ 210.002.40

TERMS AND CONDITIONS

JACKSONVILLE PUBLIC LIBRARY REGENCY SQUARE CARPET REPLACEMENT and REMOVAL OF THE REFERENCE DESK

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 and removal of the reference desk at the Jacksonville Public Library's Regency Branch 9900 Regency Square Blvd., Jacksonville Florida 32225.

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) projects of at least $50,000 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 and installation will be located at: 9900 Regency Square Blvd. Jacksonville, FL 32225 between the hours of 7:00 am and 5:00 pm, Monday thru Friday. There will be no exceptions to the times stated unless prior arrangement with Jacksonville Public Library Manager. There will be no blocking of exits of the Public Library.

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.

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.

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

Pre-Bid Meeting:

There is a MANDATORY pre-bid meeting scheduled include in Attachment F for this RFP. This meeting will be held on **Monday, April 1, 2024 at 10:00am, at the Regency Library Branch 9900 Regency Square Blvd. Conference Room**.

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

SPECIFICATIONS

A. Resilient Flooring

1. Lobby 101, Gallery 102, Quiet Study 105, 106, 106A, Micro Film 107, Assistant Manager 109, Data Equipment 109, Circulation Work Room 111, Service 112, Staff Lounge 113, Lockers 114, Children's Workroom 117, Branch Manager 118, 118A, Librarian 119, 119A, Children's (Front of Desk) 122, Art Room 124, Story Time 125, Children's Storage 126, Meeting Rooms 127, 128, Storage 129, 131, 132, 135, 136, 137

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. No substitutions will be accepted. Contractor shall be responsible for lifting/removing and reinstalling the cubicle furniture and all shelving units to allow for new floor covering to be installed underneath. Contractor shall provide an additional 3 boxes of attic stock flooring materials to the owner for future use.

B. Carpet Tiles

2. Reference 104, Children's Library 122,

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 Forbo - Flotex Modular Flooring; Style and color to be selected by owner from manufacturer's full range of color selections. No substitutions will be accepted. Contractor shall remove and reinstall the bottom kickplate on all of the wall mounted shelving units to install carpeting underneath.
Contractor shall provide an additional 3 boxes of attic stock carpet materials to the owner for future use.

3. Replace all rubber base
4. Areas without cove base will remain

C. Remove Desk

3. Reference 104

Contractor shall remove and dispose of the reference desk. Prepare the slab substrate by removing all existing fasteners, residual adhesive and properly providing a smooth substrate to install new floor covering. Install and conceal data and electrical outlet inside of Legrand-Wiremold Floor Port, designed for carpet.

SPECIFICATIONS Cont.

D. Lifting, moving and reinstalling book shelves

1.Contractor shall be responsible for lifting, moving and reinstalling bookshelves without disrupting or removing the shelf's contents to allow for new floor covering to be installed underneath.

Product Information:

- Material Name: FLOTEX, METRO
- Material Name: FLOTEX, METRO
- Material Name: FLOTEX, METRO

- Description: Carpet Square
  Size: Approximately 20" x 20" (50cm x 50cm)
  Gauge: 0.197" (5.0mm)

Pattern shall be selected by Owner. Patterns shall be defined in any given area, applied in stripes, diagonals, checkerboard pattern and other designs as determined by the Owner and awarded contractor in a series of post-award design consultations. All selections shall be made from the manufacturer's full product lines (including premium colors).

- Adhesive: Forbo FRT 950 Adhesive

Product Information:

- Material Name: Mannington Commercial LVT
- Stride Groove
- Construction LVT with micro-beveled edges
- Overall Thickness .098" (2.5mm)
- Wear Layer Thickness 20 mil

Color and Pattern: Colors and patterns shall be selected by Owner. Patterns shall be determined in any given area and determined by the Owner and awarded contractor in a series of post-award design consultations. All selections shall be made from the manufacturer's full product lines (including premium colors).

- Johnsonite Vinyl Base 4 1/2" (color to be determined by owner)

CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFYING ALL DIMENSIONS

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