SUBJECT: ANNUAL PLUMBING SERVICES FOR CITY BUILDINGS- JSEB PARTICIPATION

BID #: CS-0290-19 **OPEN DATE:** 2018-11-28

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT- ONE (1) YEAR FROM DATE OF AWARD, WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUBLIC BUILDINGS

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

NUMBER OF BIDS INVITED: (7) **NUMBER RECEIVED**: (2) **OTHER** (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to The Kenton Group, Inc., dba Baldwin's Quality Plumbing as the lowest responsive, responsible bidder, for Annual Plumbing Services for all City Buildings. Period of Service will be one (1) year from date of award with three (3) one (1) year renewal options. Total estimated annual expenditure amount not-to-exceed $108,500.00 per the items listed below:

Item #1: Plumber- Regular (Hours) - $69.00/Hour
Item #2: Helper- Regular (Hours) - $40.00/Hour
Item#3: Plumber- Emergency (Hours) - $75.00/Hour
Item #4: Helper- Emergency (Hours) - $40.00/Hour
Item #5: OH & P markup on Materials, Equipment and Subcontractors %20

Funding will be encumbered by various accounts dependent upon building being serviced and processed by individual Purchase Orders

Attachments: Recommendation Memo, Bid Tabulation Sheet, JSEB Letter, Terms and Conditions, Specifications

ANALYST: Marilyn Laidler MARILYN LAIDLER **RESPECTFULLY SUBMITTED** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Roy Birbal, Chief, Public Buildings Division

(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

Lenny Curry, Mayor

Department of Public Works
Public Buildings Division
555 W. 44th Street
Jacksonville, FL 32208
(904) 630-5401
www.coj.net

ONE CITY. ONE JACKSONVILLE

DATE: **December 3, 2018**

TO: **Gregory W. Pease, Chief**
Procurement Division

THRU: **John P. Pappas, P.E., Director**

FROM: **Roy Birbal, CFM, Chief**

SUBJECT: **CS-0290-19 ANNUAL PLUMBING SERVICES FOR CITY BUILDINGS RECOMMENDATION**

In response to the solicitation for bids to provide Annual Plumbing Services for All City Owned Buildings the Procurement Division received two (2) responses on November 28, 2018, and forwarded the result to the Public Buildings Division to review for a recommendation of award.

After reviewing the two (2) bids received as documented on the attached tabulation, the Public Buildings Division recommends approval of award to the lowest responsible bidder, The Kenton Group, Inc., DBA Baldwin's Quality Plumbing. The JSEB Office has reviewed the bids and concurs with the recommendation to award to The Kenton Group, Inc. The maximum indebtedness amount of $108,500.00 is outlined per the items listed below:

Item # 1:	Plumber – Regular (Hours)	$69.00/Hour
Item # 2:	Helper – Regular (Hours)	$40.00/Hour
Item # 3:	Plumber – Emergency (Hours)	$75.00/Hour
Item # 4:	Helper – Emergency (Hours)	$40.00/Hour
Item # 5:	OH & P markup on Materials, Equipment and Subcontractors	% 20

In accordance with the license evaluation requirements under section 3 of the bid specifications, the following recommended Contractor license was verified under the Florida Department of Business and Professional Regulation as noted on the attached document:

The Kenton Group, Inc., DBA
Baldwin's Quality Plumbing — License Number: CFC1427719

The term of this agreement is one (1) year from Date of Award with three (3) one (1) year renewal options.

This agreement will be encumbered by releases against a master blanket with individual purchase orders on an as needed basis dependent on the appropriate account for the building being served.

Your assistance in concurring with this recommendation for the respective award would be appreciated. If you have any questions or need additional information regarding this request, please contact Roy Birbal at 255-4330.

Attachments: Bid Tabulation - Vendor Bid - License Verification Document – JSEB Participation

cc: Ann Brackin, Public Works Contracts and Finance Manager
Jim Lange, Contract Administration Coordinator
Marilyn Laidler, Purchasing Analyst

BID TABULATION SHEET

MANDATORY PRE-BID CONFERENCE: NOVEMBER 14, 2018 @ 10:00 AM

TITLE: ANNUAL PLUMBING SERVICES FOR CITY BUILDINGS- JSEB PARTICIPATION

BID NO. CS-0290-19 (PUBLIC BUILDINGS)

OPEN DATE: NOVEMBER 26, 2018 @ 2:00PM

BUYER: MARILYN LAIDLER

No. Invited: (7) No. Received (2) No Bids: (0)

ITEM	DESCRIPTION OF WORK	EST.QTY	UNIT	THE KENTON GROUP, INC., DBA BALDWIN'S QUALITY PLUMBING UNIT PRICE	EXTENDED TOTAL	ASAP PLUMBING UNIT PRICE	EXTENDED TOTAL
1	Plumber- Regular	1000	hrs	$ 69.00	$ 69,000.00	$ 110.00	$ 110,000.00
2	Helper- Regular	500	hrs	$ 40.00	$ 20,000.00	$ 65.00	$ 32,500.00
3	Plumber- Overtime	100	hrs	$ 75.00	$ 7,500.00	$ 220.00	$ 22,000.00
4	Helper- Overtime	50	hrs	$ 40.00	$ 2,000.00	$ 130.00	$ 6,500.00
5	OH & P markup on Materials, Equipment and Subcontractors	50000	$	$ 0.20	$ 10,000.00	$ 0.50	$ 75,000.00
	EXTENDED GRAND TOTAL			$ 108,500.00		$ 246,000.00	
	CONFLICT OF INTEREST:			YES		YES	
	TERMS:			NET OR 0% DISCOUNT 0 DAYS		NET OR 1% DISCOUNT 30 DAYS	
	DELIVERY:			10 BUSINESS DAYS		NOT STATED	
	INSURANCE AFFADAVIT:			YES		YES	
	JSEB PARTICIPATION:			YES		YES	
	ADDENDUMS ( ) ACKNOWLEDGED:						

Department of Finance and Administration
Procurement Division

CITY OF JACKSONVILLE

November 29, 2018

To: Gregory A. Pease, Chief
Procurement Division

From: Aileen Cruz, Business Analyst
Jacksonville Small & Emerging Business Office

Re: **CS-0290-19 – Annual Plumbing Services for City Buildings**

The Equal Business Opportunity (EBO) Office has reviewed the low bidder/proposer for compliance with the Jacksonville Small and Emerging Business (JSEB) program. The low bidder/proposer, **The Kenton Group, Inc., DBA Baldwin's Quality Plumbing,** does meet the JSEB criteria for this project. The low bidder/proposer's price for the subject project was **$ 108,500.00** and the goal was **25%**. Based upon review of the JSEB schedule of work, the letters of intent, and the areas of certification, the lowest bidders/proposers, meet the goal by utilizing **100%** The Kenton Group., DBA Baldwin's Quality Plumbing is a JSEB.

Our review efforts are documented and available upon request. Please let us know if you have any questions or concerns. I can be reached at (904) 255-8840.

MR/ac

cc: Marilyn Laidler

BID# CS-0290-19

TERMS AND CONDITIONS
ANNUAL PLUMBING SERVICES FOR CITY BUILDINGS- JSEB PARTICIPATION

1. **SCOPE**

The **Public Works Department/Public Buildings Division** of the City of Jacksonville, Florida is currently accepting bids to obtain source(s) of supply for the item(s) / service(s) 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 these item(s) / service(s) and to obtain pricing commitments for **Annual Plumbing Services for City Buildings** as listed in the bid documents.

2. **AWARD**

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

3. **TERM OF AGREEMENT**

The term of this agreement is 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 and based on the awarded Contractors annual performance and adherence to the terms and conditions set forth in the signed contract award and specifications.

4. **PRE-BID CONFERENCE**

MANDATORY – November 14, 2018 @ 10:00 AM, Public Buildings Division Office, 555 W. 44th Street, Jacksonville, FL 32208

5. **CONTRACTORS SPECIAL QUALIFICATION REQUIREMENTS**

A. The bidding Contractor must show a minimum 5 years as a State of Florida Licensed Plumbing Contractor and must be in good standing with the State of Florida Contractor Licensing Board. Must provide proof with the submitted bid docs.

B. The bidding Contractor must maintain a minimum **6** Plumbers on staff full time with a minimum **4** Journeyman Qualified Plumbers on staff full time. Must provide proof of Journeyman Qualifications with the submitted bid docs.

C. The bidding Contractor must have a minimum 4 fully equipped service vehicles containing the following tools and equipment used in Commercial Plumbing Contracting Service and Installation. PB will verify prior to award of the low bidder that the required inventory and qualifications are met, also will be verified throughout the term of the award and at renewal time.

BID# CS-0290-19

SPECIFICATIONS
ANNUAL PLUMBING SERVICES FOR CITY BUILDINGS- JSEB PARTICIPATION REGULAR AND AFTER HOURS SERVICES

1. DESCRIPTION OF WORK:

The City of Jacksonville is accepting bids from qualified experienced plumbing Contractors for Plumbing Installation, Maintenance, and Repair Services at all City of Jacksonville owned or leased facility.

2. LOCATION:

All City of Jacksonville owned or leased facilities at the request of Public Buildings Division.

All questions regarding the services bid shall be made in writing via e-mail to Marilyn Laidler – City of Jacksonville Procurement Analyst @, mlaidler@coj.net. No interpretation of the meaning of any part of this bid, nor corrections of any apparent ambiguity, inconsistency or error herein, will be made to any bidder orally. All requests for written interpretation or correction must be in writing. Additional information or clarifications should be submitted in writing. All such interpretations and supplemental instructions will be in the form of written Addenda to the bid documents, which if issued will be e-mailed to all bidders on the bidder's list or you may download from website.

GENERAL

3. SCOPE OF WORK

A. The term of this agreement is for 12 months from the date of award, with three (3) one (1) year renewal options available. The City shall not incur any liability should it choose not to renew the agreement.

B. The work of this solicitation shall consist of plumbing installation, maintenance, and repair services on an as requested basis or mandatory response emergency call out from the City of Jacksonville's Public Building Division.

4. SCHEDULING OF OPERATIONS

Contractor acknowledges that the buildings will be occupied. Prior to beginning any work the contractor shall submit to the City of Jacksonville's Public Buildings Division a work schedule acknowledging and integrating the needs of the building occupants and their operations as well as the challenges of completing the work at that location and is to be strictly followed once established.

Contractor must be available for callout 24 hours per day, 7 days per week, and 365 days per year as determined by the nature of a given situation and/or emergency.