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# City of Jacksonville, Florida

*Procurement Award Form (PAF)*

**Part 1 – Form Type:** JPAC 126.204 (a) New Award, Renewals, Waive Technical Defects, Price Increases, NTE Increases.

Goods and/or Services: Transportation of Election Equipment

**Requested Action and Justification:**

Recommend approval for a rate increase of 12.5% with Baymeadows Moving and Storage for the transportation of election equipment during FY25/26. This adjustment aligns with the supplier's cost considerations outlined in the fourth renewal option approved on 12/3/2025. This increase accounts for rising costs of goods, services, and wages across the logistics and transportation industry and ensures continued reliable support for election operations. Total not to exceed expenditure will remain $1,024,600.00.

Updated rates:

- Early Voting Deliveries: from $330.00 to $371.25 per site
- Election Day Precinct Round Trips: from $330.00 to $371.25 per site
- Drop Zone Retrievals: from $506.00 to $569.25 per route

This increase supports reliable and efficient transportation of election equipment for FY25/26.

| | | | | | |
|---|---|---|---|---|---|
| **Supplier:** | Baymeadows Moving and Storage | **Basis of Award:** | LPTA | **BID Opening Date:** | 10/20/2021 |

| | | | | | |
|---|---|---|---|---|---|
| **POA #:** | 71461-22 | **PO #:** | NA | **Change Order #:** | NA |
| **Solicitation #:** | ITB SC-271 22 | **Contract #:** | 71461-22 | **Contract ADM #:** | 4 |
| **Term:** | 1 year | **Options:** | 4 - 1 Year | **Options Used:** | 4 |

| | | | |
|---|---|---|---|
| **Federally Funded:** | No | **JSEB Rec:** | Encouragement |
| **Licenses Verified:** | N/A | **JSEB %:** | 0 |
| **Bonds Required:** | No | **Bonds Waived Pursuant To:** | N/A |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| **Fund:** | 00111 | **Center:** | 610001 | **Acct:** | 549040 | **Proj:** | 000000 | **Activity:** | 00000000 | $ 1,024,600.00 |
| **Fund:** | | **Center:** | | **Acct:** | | **Proj:** | | **Activity:** | | $ |
| **Fund:** | | **Center:** | | **Acct:** | | **Proj:** | | **Activity:** | | $ |

| | | | | | |
|---|---|---|---|---|---|
| **New NTE/GMP:** | $ 1,024,600.00 | **Contingent Amt:** | $ 0 | **DMP/ODPO Amt:** | $ 0 |

| | | | |
|---|---|---|---|
| **Using Agency/BU:** | SERE:REGISTRATION | | |
| **Concurrence:** | Signed by: 27607ABD317C46C... | **Title:** | SUPERVISOR OF ELECTIONS 8/19/2026 |
| **Concurrence:** | | **Title:** | |
| **Concurrence:** | | **Title:** | |
| **Concurrence:** | | **Title:** | |

| | | | |
|---|---|---|---|
| **Procurement Analyst/Buyer:** | Signed by: Barnett, Renata E5139E2BE81E477... | **Chief of Procurement:** | Signed by: Robert Warembourg, for Justin Freeman 8/25/2026 4812CA1D431247A... |
| **Name:** | Barnett, Renata | **Name:** | Justin L. Freeman |

| **Part 2 – JPAC Action:** All award actions subject to lawfully appropriated funds. | | **Part 3 – Final Awarding Authority Action:** | |
|---|---|---|---|
| **Members who approve:** | | **Action:** | |
| **Members who disapprove:** | | **Signature:** | |
| **Date:** | | **Date:** | |

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# PAF Instructions
## Part 1 (using agency)

**Form Type:** This form will be used for both Administrative Awards and JPAC Requests. Select type from dropdown options.

**Goods and/or Services:** Enter a brief description of the types of goods and services included in the request.

**Requested Action and Justification:** Enter a brief description of the requested action or authority being sought. i.e.; *Request permission to award the lowest, responsive responsible bidder for an ITB or award the highest ranked supplier for an RFP.* This block should also be used for additional information such as additional 4th account strings, or other information essential for contract execution.

**Supplier:** Enter awarded supplier name**.** If multiple, include in "Requested Action and Justification" box.

**Basis of Award:** Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA) or N/A.

**Bid Opening Date:** The date bids were unsealed by Procurement.

**POA #:** This is your 1Cloud generated Agreement number. Select Type, Enter Number.

**PO #:** Enter the PO number or agreement release number.

**Change Order #:** Provide the applicable change order number represented by this request.

**Solicitation #:** Select Prefix type, Enter Number, and Year.

**Contract #:** This number should be the same as your POA number (unless procured prior to 2020)

**Contract Amendment #:** Provide the applicable amendment number represented by this request.

**Term:** Select the Period of Performance or Term for the initial period.

**Options:** Period of time for each renewal or option.

**Options Used:** Prior to this request, enter how many options were already used.

**Federally Funded:** Select yes or no from dropdown if Federal Funds will be used.

**JSEB Rec:** Select Encouragement or JSEB Set Aside Option.

**JESB %:** If JSEB Participation, enter the percentage.

**Bonds Waived Pursuant to:** Select option from Drop down.

**Funding Sources:** Fund/Center/Account/Project/Activity, all fields are required even if zeros.

**New NTE/GMP:** Enter the new total not to exceed amount. Note, this should match the contract maximum indebtedness, if applicable**.**

**Contingent Amount:** If your agency requests an allowance for unforeseen additional expenses, then specify the amount of your requested increase and new NTE that represents the contingency allowance. This is over and above any quote.

**DMP/ODPO Account:** Enter the Direct Materials Purchase/Owner Direct Purchase Order Account. Used mainly for CIP (Capital Improvement/Construction) Projects

**Using Agency/BU:** Select one from the dropdown list.

**Concurrence:** Using Agency internal routing requirements for Electronic Signatures (follow Proc Manual for threshold requirements)

**Title:** Title of person electronically signing form.

**Attachments:** Included any supplemental information to the Procurement Award Form. i.e.; *Scope of work, previous awards*.

**Any field where there is no data available, or no entry is required, either leave it blank or enter N/A. Any fields where there is known data, include for informational purposes. Any changes to an original award should contain the data that is being changed and any other relevant data required for JPAC review and approval.*

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# City of Jacksonville, Florida

*Procurement Award Form (PAF)*

**Part 1 – Form Type:** JPAC Award Request: Renewals, Extensions, and Unit Price Increases

Goods and/or Services: Transportation of Election Equipment

**Requested Action and Justification:**

Recommend approval to ratify the period of service from November 1, 2025 through date of award. Recommend approval to utilize the fourth and final renewal option with Baymeadows Moving and Storage in the amount of $187,000.00 for the transportation of election equipment during FY25/26. The period of service will be from date of award through October 31, 2026. The new total expenditure not to exceed $1,024,600.00.

To be encumbered via purchase order(s).

| | | | | | |
|---|---|---|---|---|---|
| **Supplier:** | Baymeadows Moving and Storage | **Basis of Award:** | LPTA | **BID Opening Date:** | 10/20/2021 |

| | | | | | |
|---|---|---|---|---|---|
| **POA #:** | 71461-22 | **PO #:** | NA | **Change Order #:** | NA |
| **Solicitation #:** | ITB SC-271 22 | **Contract #:** | 71461-22 | **Contract ADM #:** | NA |
| **Term:** | 1 year | **Options:** | 4 - 1 YEAR | **Options Used:** | 3 |

| | | | |
|---|---|---|---|
| **Federally Funded:** | No | **JSEB Rec:** | Encouragement |
| **Licenses Verified:** | N/A | **JSEB %:** | 0 |
| **Bonds Required:** | No | **Bonds Waived Pursuant To:** | N/A |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| **Fund:** | 00111 | **Center:** | 610001 | **Acct:** | 549040 | **Proj:** | 000000 | **Activity:** | 00000000 | $ 187,000.00 |
| **Fund:** | | **Center:** | | **Acct:** | | **Proj:** | | **Activity:** | | $ |
| **Fund:** | | **Center:** | | **Acct:** | | **Proj:** | | **Activity:** | | $ |

| | | | | | |
|---|---|---|---|---|---|
| **New NTE/GMP:** | $ 1,024,600.00 | **Contingent Amt:** | $ 0 | **DMP/ODPO Amt:** | $ 0 |

| | | | |
|---|---|---|---|
| **Using Agency/BU:** | SERE:REGISTRATION | | |
| **Concurrence:** | Signed by: 29007A8D317C48C | **Title:** | SUPERVISOR OF ELECTIONS 11/19/2025 |
| **Concurrence:** | | **Title:** | |
| **Concurrence:** | | **Title:** | |
| **Concurrence:** | | **Title:** | |

| | | | |
|---|---|---|---|
| **Procurement Analyst/Buyer:** | Signed by: Barnett, Renata | **Chief of Procurement:** | Signed by: 12/2/2025 |
| **Name:** | Barnett, Renata | **Name:** | Dustin L. Freeman |

| **Part 2 – JPAC Action:** All award actions subject to lawfully appropriated funds. | | **Part 3 – Final Awarding Authority Action:** | |
|---|---|---|---|
| **Members who approve:** | 3 | **Action:** | Approved |
| **Members who disapprove:** | 0 | **Signature:** | Signed by: kelli O'Leary |
| **Date:** | 12/4/2025 | **Date:** | 12/4/2025 |

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## PAF Instructions
## Part 1 (using agency)

**Form Type:** This form will be used for both Administrative Awards and JPAC Requests. Select type from dropdown options.

**Goods and/or Services:** Enter a brief description of the types of goods and services included in the request.

**Requested Action and Justification:** Enter a brief description of the requested action or authority being sought. i.e.; *Request permission to award the lowest, responsive responsible bidder for an ITB or award the highest ranked supplier for an RFP.* This block should also be used for additional information such as additional 4th account strings, or other information essential for contract execution.

**Supplier:** Enter awarded supplier name. If multiple, include in "Requested Action and Justification" box.

**Basis of Award:** Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA) or N/A.

**Bid Opening Date:** The date bids were unsealed by Procurement.

**POA #:** This is your 1Cloud generated Agreement number. Select Type, Enter Number.

**PO #:** Enter the PO number or agreement release number.

**Change Order #:** Provide the applicable change order number represented by this request.

**Solicitation #:** Select Prefix type, Enter Number, and Year.

**Contract #:** This number should be the same as your POA number (unless procured prior to 2020)

**Contract Amendment #:** Provide the applicable amendment number represented by this request.

**Term:** Select the Period of Performance or Term for the initial period.

**Options:** Period of time for each renewal or option.

**Options Used:** Prior to this request, enter how many options were already used.

**Federally Funded:** Select yes or no from dropdown if Federal Funds will be used.

**JSEB Rec:** Select Encouragement or JSEB Set Aside Option.

**JESB %:** If JSEB Participation, enter the percentage.

**Bonds Waived Pursuant to:** Select option from Drop down.

**Funding Sources:** Fund/Center/Account/Project/Activity, all fields are required even if zeros.

**New NTE/GMP:** Enter the new total not to exceed amount. Note, this should match the contract maximum indebtedness, if applicable.

**Contingent Amount:** If your agency requests an allowance for unforeseen additional expenses, then specify the amount of your requested increase and new NTE that represents the contingency allowance. This is over and above any quote.

**DMP/ODPO Account:** Enter the Direct Materials Purchase/Owner Direct Purchase Order Account. Used mainly for CIP (Capital Improvement/Construction) Projects

**Using Agency/BU:** Select one from the dropdown list.

**Concurrence:** Using Agency internal routing requirements for Electronic Signatures (follow Proc Manual for threshold requirements)

**Title:** Title of person electronically signing form.

**Attachments:** Included any supplemental information to the Procurement Award Form. i.e.; *Scope of work, previous awards.*

**Any field where there is no data available, or no entry is required, either leave it blank or enter N/A. Any fields where there is known data, include for informational purposes. Any changes to an original award should contain the data that is being changed and any other relevant data required for JPAC review and approval.*

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# OFFICE OF THE SUPERVISOR OF ELECTIONS

JERRY HOLLAND
SUPERVISOR OF ELECTIONS
OFFICE (904) 255-8683
CELL (904) 318-6877

105 EAST MONROE STREET
JACKSONVILLE, FLORIDA 32202
FAX (904) 255-3434
E-MAIL JHOLLAND@COJ.NET

November 1, 2025

Re: Bid #SC-0271-22 (Transportation Election Equipment)

Mr. Dustin Freeman
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202

Dear Mr. Freeman,

We recommend exercising Renewal 4 for Baymeadows Moving and Storage for SC-0271-22 Transporting of Election Equipment. The period of service will be from November 1, 2025 – October 31, 2026 with one (0) one-year renewal option remaining.

Funding source will be 00111-610001-549040 Miscellaneous Services and Charges in the annual not to exceed expenditure amount of $187,000.00. Total revised not to exceed award amount will be $667,600.00

Please do not hesitate to contact me at (904) 255-3441 if I can provide any further information or assistance.

Sincerely,

Yolanda Negron-Carson
Finance Officer
Duval County Supervisor of Elections

Cc: Jerry Holland, Duval County Supervisor of Elections
Justin Gicalone, Chief Elections Office

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Baymeadows MOVERS
MOVING • STORAGE • LOGISTICS
*Tel: (904) 737-3530 Fax: (904) 737-3580*

March 21, 2025

Re: Bid #SC-0271-22 (Transporting Election Equipment)

Mr. Dustin Freeman
117 West Duval Street, Suite 335
Jacksonville, Florida 32202

Baymeadows Moving and Storage recommends renewing the bid for SC-0271-22 with the Supervisor of Elections Office. This renewal includes an additional 12.5% fair market adjustment to account for a 22.52% inflation rate since the contract's inception in 2021. The adjustment reflects the overall increase in the cost of goods and services, as well as wage increases within the logistics and transportation industries.

This adjustment ensures that the rates are in line with current market conditions and will allow us to continue providing the quality and reliable services required for upcoming election year. The renewal will cover any elections held in Duval County from October 2025 through October 2026.

As a result of this adjustment, the new rates for precinct pick-ups and deliveries will be $371.25, and the rates for drop zone pick-ups will be $569.25.

Should you have any questions or require further clarification regarding this contract renewal, please do not hesitate to contact me at (904) 437-7859.

Sincerely,

Helena Moak
General Manager

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Docusign Envelope ID: 7B8E0F41-0D39-43F8-A922-A278DA76DD26

**SUBJECT:** TRANSPORTING OF ELECTION EQUIPMENT

**BID #:** SC-0271-~~21~~ 22

**OPEN DATE:** 10/20/2021

**GENERAL GOVERNMENT AWARDS COMMITTEE**

**KIND AND BASIS OF CONTRACT:** SUPPLY CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

**AGENCY:** SUPERVISOR OF ELECTIONS OFFICE

**BASIS OF AWARD:** ALL OR NONE TO THE 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 Baymeadows Movers as the lowest responsive, responsible bidder. Period of service shall be one (1) year from date of award with four (4) one (1) year renewal options. Initial estimated expenditure amount not-to-exceed $240,300.00.

Funding for this award shall be encumbered from account 00111.610001.549040.000000.00000000.00000.0000000 and executed by Purchase Order(s).

**ATTACHMENTS:** Recommendation Memo, Bid Tabulation, Terms & Conditions, Specifications

**ANALYST:** DAVID KLAGES

**RESPECTFULLY SUBMITTED:** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

**CONCURRENCE BY:** Mike Hogan, Supervisor of Elections, Duval County Supervisor of Elections Office

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 10/28/2021

OTHER:

**ACTION OF AWARDING AUTHORITY** DATE 11-1-21

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2019-02

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**SUBJECT:** TRANSPORTING OF ELECTION EQUIPMENT

**BID #:** SC-0271-22 **OPEN DATE:** 10/20/2021

**GENERAL GOVERNMENT AWARDS COMMITTEE**

**KIND AND BASIS OF CONTRACT:** SUPPLY CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

**AGENCY:** SUPERVISOR OF ELECTIONS OFFICE

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

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

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**
Request approval to ratify the period of service from November 1, 2022 through date of award.

Recommend approval to utilize the first renewal option with Baymeadows Movers in the annual not-to-exceed expenditure amount of $240,300.00. Total revised award amount not-to-exceed $480,600.00. Period of service will be from the date of award through October 31, 2023 with three (3) one (1) year renewal options remaining.

Funding for this award will be encumbered from account 00111.610001.549040.000000.00000000.00000.0000000 and executed by Purchase Order(s).

**ATTACHMENTS:** Recommendation Memo, Supplier's Letter, Basis of Award, Previous Award

**ANALYST:** DAVID KLAGES

**RESPECTFULLY SUBMITTED:** DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

**CONCURRENCE BY:** Mike Hogan, Supervisor of Elections, Duval County Supervisor of Elections Office

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 12/1/2022

OTHER: _____

**ACTION OF AWARDING AUTHORITY** DATE 12/1/2022

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____ Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No: 2019-02

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**SUBJECT:** TRANSPORTING OF ELECTION EQUIPMENT

**BID #:** SC-0271-22 **OPEN DATE:** 10/20/2021

**GENERAL GOVERNMENT AWARDS COMMITTEE**

**KIND AND BASIS OF CONTRACT:** SUPPLY CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

**AGENCY:** SUPERVISOR OF ELECTIONS OFFICE

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

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

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**
Recommend approval to utilize the second renewal option with Baymeadows Movers in the annual not-to-exceed expenditure amount of $170,000.00. Total revised not-to-exceed award amount will be $650,600.00. Period of service will be from November 1, 2023 through October 31, 2024 with two (2) one (1) year renewal options remaining.

Funding for this award will be encumbered from account 00111.610001.549040.000000.00000000.00000.0000000 and executed by Purchase Order(s).

**ATTACHMENTS:** Recommendation Memo, Supplier's Letter, Basis of Award, Previous Awards

**ANALYST:** _____ DAVID KLAGES

**RESPECTFULLY SUBMITTED:** _____ DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

**CONCURRENCE BY:** JERRY HOLLAND, SUPERVISOR OF ELECTIONS, OFFICE OF THE SPVR. OF ELECTIONS

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 10/5/2023

_____ _____ OTHER: _____

_____ _____

_____ _____

**ACTION OF AWARDING AUTHORITY** DATE 10/5/23

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02

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Docusign Envelope ID: 7B8E0F41-0D39-43F8-A922-A278DA76DD26

**City of Jacksonville, Florida**

*Procurement Award Form (PAF)*

**Part 1: Form Type** ADMIN Award Request: Renewals, Extensions, and Unit Price Increases (within NTE)

Goods and/or Services: Transporting of election equuipment

Requested Action/Authority:

Recommend approval to utilize third (3rd) renewal option for Baymeadows Moving and Storage for SC-0271-22 Transporting of Election Equipment. The period of service will be from November 1, 2024 – October 31, 2025, with one (1) one-year renewal option remaining. The annual expenditure amount will be $187,000.00, for a total award amount not-to-exceed $837,600.00.

Justification/Explanation:

The Supervisor of Elections wishes to exercise renewal 3 for Baymeadows Moving and Storage for SC-0271-22 for the purposes of transporting of election equipment for any election in FY24/25. We have confirmed with Baymeadows Movers the acceptance of the pricing terms to include a ten percent fair market adjustment increase due to inflation and increased wages since the contract pricing took place.

| | | | | | | |
|---|---|---|---|---|---|---|
| Legal Contract #: | SC-0271-22 | Contract Date: | 10/21/2021 | Change Order/AMD #: | N/A | |
| PO/Release #: | 71461-22 | Bid Date: | 10/20/2021 | Awarded Supplier: | Baymeadows Movers & Storage | |
| Licenses Verified: | N/A | Effective Date: | 11/01/2024 | Basis of Award: | N/A | |
| Federally Funded: | N/A | No. Invited: | NA | Responses Received: | N/A | Attachments: |
| Solicitation: | N/A - 271 - 22 | | | Procurement Contract #: | POA - 71461-22 | |
| Executed By: | N/A | | | | | |

| | | | | | |
|---|---|---|---|---|---|
| PoP:Base: | N/A | Options: | 3 | Extension(s): | N/A |
| JSEB Rec.: | N/A | %: | N/A | Bonds Waived Pursuant To: | N/A |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Fund: | 00111 | Center: | 610001 | Acct: | 549040 | Proj: | 000000 | Activity: | 00000000 | $ | 187,000.00 |
| Fund: | | Center: | | Acct: | | Proj: | | Activity: | | $ | |
| Fund: | | Center: | | Acct: | | Proj: | | Activity: | | $ | |

| | | | | | |
|---|---|---|---|---|---|
| New NTE/GMP: | $ 837600 | Contingent Amount: | $ 0 | DMP/ODPO Amount: | $ 0 |

| | | | | |
|---|---|---|---|---|
| Using Agency/BU: | SERE:REGISTRATION | | | |
| Concurrence: | | Title: | CHIEF ELECTIONS ASSISTANT | 8/29/2024 |
| Concurrence: | | Title: | | |
| Concurrence: | | Title: | | |
| Concurrence: | | Title: | | |

| | | |
|---|---|---|
| Procurement Analyst/Buyer: | Melissa Pierce | |
| Name: | Melissa Pierce | |
| Procurement Manager: | Marilyn Laidler | |
| Name: | Marilyn Laidler | |
| Chief of Procurement: | | 8/29/2024 |
| Name: | Dustin L. Freeman | |

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# City of Jacksonville, Florida

*Procurement Award Form (PAF)*

**Part 1 – Form Type:** JPAC Award Request: Renewals, Extensions, and Unit Price Increases

Goods and/or Services: Transportation of Election Equipment

**Requested Action and Justification:**

The Supervisor of Elections requests to exercise Renewal #4 of contract SC-0271-22 with Baymeadows Moving and Storage for the transportation of election equipment during FY25/26.
Baymeadows Movers has confirmed acceptance of the pricing terms, which include a 12.5% fair market adjustment to account for increased costs of goods, services, and wages within the logistics and transportation industries.
I recommend approval to utilize the fourth and final renewal option for Baymeadows Moving and Storage under SC-0271-22. The service period will run from November 1, 2025, through October 31, 2026. The annual expenditure is $187,000, bringing the total award amount to not exceed $837,600.

| | | | | | |
|---|---|---|---|---|---|
| **Supplier:** | Baymeadows Moving and Storage | **Basis of Award:** | N/A | **BID Opening Date:** | 10/20/2021 |

| | | | | | |
|---|---|---|---|---|---|
| **POA #:** | 71461-22 | **PO #:** | NA | **Change Order #:** | NA |
| **Solicitation #:** | N/A NA N/A | **Contract #:** | SC-0271-22 | **Contract ADM #:** | NA |
| **Term:** | 1 year | **Options:** | NA | **Options Used:** | NA |

| | | | |
|---|---|---|---|
| **Federally Funded:** | No | **JSEB Rec:** | N/A |
| **Licenses Verified:** | N/A | **JSEB %:** | N/A |
| **Bonds Required:** | No | **Bonds Waived Pursuant To:** | N/A |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| **Fund:** | 00111 | **Center:** | 610001 | **Acct:** | 549040 | **Proj:** | 000000 | **Activity:** | 00000000 | $ 187,000 |
| **Fund:** | | **Center:** | | **Acct:** | | **Proj:** | | **Activity:** | | $ |
| **Fund:** | | **Center:** | | **Acct:** | | **Proj:** | | **Activity:** | | $ |

| | | | | | |
|---|---|---|---|---|---|
| **New NTE/GMP:** | $ 837,000.00 | **Contingent Amt:** | $ 0 | **DMP/ODPO Amt:** | $ 0 |

| | | | |
|---|---|---|---|
| **Using Agency/BU:** | SERE:REGISTRATION | | |
| **Concurrence:** | | **Title:** | SUPERVISOR OF ELECTIONS |
| **Concurrence:** | | **Title:** | |
| **Concurrence:** | | **Title:** | |
| **Concurrence:** | | **Title:** | |

| | | | |
|---|---|---|---|
| **Procurement Analyst/Buyer:** | | **Chief of Procurement:** | |
| **Name:** | | **Name:** | Dustin L. Freeman |

| **Part 2 – JPAC Action:** All award actions subject to lawfully appropriated funds. | | **Part 3 – Final Awarding Authority Action:** | |
|---|---|---|---|
| **Members who approve:** | | **Action:** | |
| **Members who disapprove:** | | **Signature:** | |
| **Date:** | | **Date:** | |