Docusign Envelope ID: C1ACDF5E-96D9-48DB-8C75-DE0FD97F0C9A

# 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: Propane Services

**Requested Action and Justification:**

Recommend approval to exercise the first of four (4) one year renewal options with AmeriGas Propane L.P. Period of service is October 1, 2026, through September 30, 2027. The estimated annual expenditure amount not to exceed $260,000.00. Revised not-to-exceed award amount will be $520,000.00.

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2026. 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 the work herein. A written notification will be provided in the event that funds are appropriated.

| | | | | | |
|---|---|---|---|---|---|
| **Supplier:** | AmeriGas Propane, LP | **Basis of Award:** | LPTA | **BID Opening Date:** | 07/25/2025 |

| | | | | | |
|---|---|---|---|---|---|
| **POA #:** | 72219-25 | **PO #:** | n/a | **Change Order #:** | n/a |
| **Solicitation #:** | ITB 16930 25 | **Contract #:** | 72219-25 | **Contract ADM #:** | n/a |
| **Term:** | 1 year | **Options:** | 4, 1 year | **Options Used:** | 1 |

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

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Fund:** | 00000 | **Center:** | 00000 | **Acct:** | 00000 | **Proj:** | 000000 | **Activity:** | 00000000 | $ | 260,000.00 |
| **Fund:** | | **Center:** | | **Acct:** | | **Proj:** | | **Activity:** | | $ | |
| **Fund:** | | **Center:** | | **Acct:** | | **Proj:** | | **Activity:** | | $ | |

| | | | | | |
|---|---|---|---|---|---|
| **New NTE/GMP:** | $ 520,000.00 | **Contingent Amt:** | $ 0 | **DMP/ODPO Amt:** | $ 0 |

| | | | |
|---|---|---|---|
| **Using Agency/BU:** | ASPS:PROCUREMENT AND SUPPLY | | |
| **Concurrence:** | Signed by: Wardell, Lee Ann 59F318E1161B44B... | **Title:** | MANAGER OF PROCUREMENT SERVICES 8/21/2026 |
| **Concurrence:** | | **Title:** | |
| **Concurrence:** | | **Title:** | |
| **Concurrence:** | | **Title:** | |

| | | | |
|---|---|---|---|
| **Procurement Analyst/Buyer:** | Signed by: Stamos, Jaclyn F487A185C65C4A0... | **Chief of Procurement:** | Signed by: Robert Waremburg, for Dustin Freeman 8/25/2026 4812CA1D131247A... |
| **Name:** | Stamos, Jaclyn | **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:** | |

Docusign Envelope ID: C1ACDF5E-96D9-48DB-8C75-DE0FD97F0C9A

# 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.*

Docusign Envelope ID: C1ACDF5E-96D9-48DB-8C75-DE0FD97F0C9A

**From:** Fedynyshyn, Andrew
**To:** Stamos, Jaclyn - ASPS; Pierce, Melissa - ASPS
**Subject:** RE: City of Jacksonville POA 72219-25 1 year Renewal
**Date:** Thursday, August 13, 2026 4:30:24 PM

---

**EXTERNAL EMAIL:** This email originated from a non-COJ email address. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

Jaclyn,

I apologize for the delay. AmeriGas is agreeable to renewing this contract at-terms for the upcoming year. Please let me know if you need any documentation signed on our side and I will get that back to you as soon as possible.

Andrew
Andrew Fedynyshyn
Government Account Manager
National Accounts
andrew.fedynyshyn@amerigas.com
610-768-7608

---

**From:** Stamos, Jaclyn - ASPS <JStamos@coj.net>
**Sent:** Tuesday, July 28, 2026 8:18 AM
**To:** Fedynyshyn, Andrew <andrew.fedynyshyn@amerigas.com>
**Subject:** City of Jacksonville POA 72219-25 1 year Renewal
**Importance:** High

WARNING:This message came from an external source. Please exercise caution when opening
any attachments or clicking on links.

Good morning Mr. Fedynyshyn,

I am writing to inquire if AmeriGas Propane, L.P. would be interested in exercising the one-year renewal option for POA 72219-25 for FY 26-27. Thank you for your time and continued partnership.

V/R
Jaclyn Stamos, MA, FCCM
Contract Administration Analyst

Docusign Envelope ID: C1ACDF5E-96D9-48DB-8C75-DE0FD97F0C9A

City of Jacksonville
214 Hogan Street
Jacksonville, FL 32202
(o) (904) 255-8813
(f) (904) 255-8837
jstamos@coj.net

**"Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing."**

Please click on the links below for any of the following for Bids and Awards:

For Bidding Opportunities: Jacksonville.gov - Supplier Portal [jacksonville.gov]

For COJ weekly award intentions: Jacksonville.gov - Agendas and Minutes [jacksonville.gov]

For bid award information: Procurement Division (coj.net) [rfp.coj.net]

For Public Records: COJ Public Records (govqa.us) [jacksonvillefl.govqa.us]

Docusign Envelope ID: C1ACDF5E-96D9-48DB-8C75-DE0FD97F0C9A

# 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: AmeriGas Propane L.P.

**Requested Action and Justification:**

Request approval to increase award to AmeriGas Propane, L.P in the amount of $80,000.00 to ensure sufficient funding for the initial term of the award. Revised not-to-exceed award amount will be $260,000.00.

Funding for this award will be encumbered from various agencies and accounts and executed by Purchase Orders.

| | | | | | |
|---|---|---|---|---|---|
| **Supplier:** | AmeriGas Propane, L.P. | **Basis of Award:** | LPTA | **BID Opening Date:** | 07/25/2025 |

| | | | | | |
|---|---|---|---|---|---|
| **POA #:** | 72219-25 | **PO #:** | N/A | **Change Order #:** | N/A |
| **Solicitation #:** | ITB 16930 25 | **Contract #:** | N/A | **Contract ADM #:** | N/A |
| **Term:** | 1 year | **Options:** | 4, 1-year | **Options Used:** | 0 |

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

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Fund:** | 00000 | **Center:** | 00000 | **Acct:** | 00000 | **Proj:** | 000000 | **Activity:** | 00000000 | $ | 80,000.00 |
| **Fund:** | | **Center:** | | **Acct:** | | **Proj:** | | **Activity:** | | $ | |
| **Fund:** | | **Center:** | | **Acct:** | | **Proj:** | | **Activity:** | | $ | |

| | | | | | |
|---|---|---|---|---|---|
| **New NTE/GMP:** | $ 260,000.00 | **Contingent Amt:** | $ 0 | **DMP/ODPO Amt:** | $ 0 |

| | | | | |
|---|---|---|---|---|
| **Using Agency/BU:** | ASPS:PROCUREMENT_AND_SUPPLY | | | |
| **Concurrence:** | Signed by: Warchol, Leelynn 99F318E161844B... | **Title:** | MANAGER OF PROCUREMENT SERVICES | 10/21/2025 |
| **Concurrence:** | Warembourg, Robert 4912CA1D431247A... | **Title:** | SENIOR MANAGER OF PROCUREMENT SERVICES | 10/21/2025 |
| **Concurrence:** | | **Title:** | | |
| **Concurrence:** | | **Title:** | | |

| | | | | |
|---|---|---|---|---|
| **Procurement Analyst/Buyer:** | Signed by: Corey Glenn 384CA8C84C9442E... | **Chief of Procurement:** | Signed by: B19F1D517352456... | 10/28/2025 |
| **Name:** | Corey Glenn | **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 92A2868F E95E4AC... |
| **Date:** | 10/30/2025 | **Date:** | 10/30/2025 |

Signed by:

Docusign Envelope ID: C1ACDF5E-96D9-48DB-8C75-DE0FD97F0C9A

# 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: Liquid Propane (LP) Gas for Various Agencies

**Requested Action and Justification:**

Recommend approval to accept the one (1) requested exception to the bid document and recommend approval of award to Amerigas Propane, L.P. as the only responsive, responsible bidder. Estimated not-to-exceed expenditure amount is $180,000.00. Period of service will be from October 1, 2025, through September 30,2026, with four (4) one (1) year renewal options. Funding for this award will be encumbered by purchase orders from various agencies and accounts

This award is subject to appropriation by the City in the fiscal year beginning October 1,2025. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds appropriated for work herein. A written notification will be provided in the event the funds are appropriated.

| | | | | | |
|---|---|---|---|---|---|
| **Supplier:** | AmeriGas Propane, L.P. | **Basis of Award:** | LPTA | **BID Opening Date:** | 07/25/2025 |

| | | | | | |
|---|---|---|---|---|---|
| **POA #:** | N/A | **PO #:** | N/A | **Change Order #:** | N/A |
| **Solicitation #:** | ITB 16930 25 | **Contract #:** | N/A | **Contract Amd #:** | N/A |
| **Term:** | 1 year | **Options:** | 4, 1-year | **Options Used:** | 0 |

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

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| **Fund:** | 00000 | **Center:** | 00000 | **Acct:** | 00000 | **Proj:** | 000000 | **Activity:** | 00000000 | $ 180,000.00 |
| **Fund:** | | **Center:** | | **Acct:** | | **Proj:** | | **Activity:** | | $ |
| **Fund:** | | **Center:** | | **Acct:** | | **Proj:** | | **Activity:** | | $ |

| | | | | | |
|---|---|---|---|---|---|
| **New NTE/GMP:** | $ 180,000.00 | **Contingent Amt:** | $ 0 | **DMP/ODPO Amt:** | $ 0 |

| | | | | |
|---|---|---|---|---|
| **Using Agency/BU:** | ASPS:PROCUREMENT_AND_SUPPLY | | | |
| **Concurrence:** | Signed by: Warchol, Leelinn 72F42AB443D04B7... | **Title:** | MANAGER OF PROCUREMENT SERVICES | 8/12/2025 |
| **Concurrence:** | Warenburg, Robert 4912CA1D431247A... | **Title:** | SENIOR MANAGER OF PROCUREMENT SERVICES | 8/14/2025 |
| **Concurrence:** | | **Title:** | | |
| **Concurrence:** | | **Title:** | | |

| | | | |
|---|---|---|---|
| **Procurement Analyst/Buyer:** | Signed by: Glenn, Corey CC9B32B9C4B9201... | **Chief of Procurement:** | DocuSigned by: B19F1D517352428... 8/19/2025 |
| **Name:** | Glenn, Corey | **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:** | DocuSigned by: Karen Bowling 1C34E121556248B1... |
| **Date:** | 8/21/2025 | **Date:** | 8/21/2025 |

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

Docusign Envelope ID: C1ACDF5E-96D9-48DB-8C75-DE0FD97F0C9A

# 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.

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**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.

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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: Liquid Propane (LP) Gas for Various Agencies

**Requested Action and Justification:**

Recommend approval to accept the one (1) requested exception to the bid document and recommend approval of award to Amerigas Propane, L.P. as the only responsive, responsible bidder. Estimated not-to-exceed expenditure amount is $180,000.00. Period of service will be from October 1, 2025, through September 30,2026, with four (4) one (1) year renewal options. Funding for this award will be encumbered by purchase orders from various agencies and accounts

This award is subject to appropriation by the City in the fiscal year beginning October 1,2025. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds appropriated for work herein. A written notification will be provided in the event the funds are appropriated.

| | | | | | |
|---|---|---|---|---|---|
| **Supplier:** | AmeriGas Propane, L.P. | **Basis of Award:** | LPTA | **BID Opening Date:** | 07/25/2025 |

| | | | | | |
|---|---|---|---|---|---|
| **POA #:** | N/A | **PO #:** | N/A | **Change Order #:** | N/A |
| **Solicitation #:** | ITB 16930 25 | **Contract #:** | N/A | **Contract Amd #:** | N/A |
| **Term:** | 1 year | **Options:** | 4, 1-year | **Options Used:** | 0 |

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

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| **Fund:** | 00000 | **Center:** | 00000 | **Acct:** | 00000 | **Proj:** | 000000 | **Activity:** | 00000000 | $ 180,000.00 |
| **Fund:** | | **Center:** | | **Acct:** | | **Proj:** | | **Activity:** | | $ |
| **Fund:** | | **Center:** | | **Acct:** | | **Proj:** | | **Activity:** | | $ |

| | | | | | |
|---|---|---|---|---|---|
| **New NTE/GMP:** | $ 180,000.00 | **Contingent Amt:** | $ 0 | **DMP/ODPO Amt:** | $ 0 |

| | | | | |
|---|---|---|---|---|
| **Using Agency/BU:** | ASPS:PROCUREMENT_AND_SUPPLY | | | |
| **Concurrence:** | Signed by: Warchol, Leelinn 72F42AB443D04B7... | **Title:** | MANAGER OF PROCUREMENT SERVICES | 8/12/2025 |
| **Concurrence:** | Warenburg, Robert 4912CA1D431247A... | **Title:** | SENIOR MANAGER OF PROCUREMENT SERVICES | 8/14/2025 |
| **Concurrence:** | | **Title:** | | |
| **Concurrence:** | | **Title:** | | |

| | | | |
|---|---|---|---|
| **Procurement Analyst/Buyer:** | Signed by: Glenn, Corey CC9B32B9C4B9201... | **Chief of Procurement:** | DocuSigned by: B19F1D517352428... 8/19/2025 |
| **Name:** | Glenn, Corey | **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:** | DocuSigned by: Karen Bowling 1C34E121556248B1... |
| **Date:** | 8/21/2025 | **Date:** | 8/21/2025 |

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

Docusign Envelope ID: C1ACDF5E-96D9-48DB-8C75-DE0FD97F0C9A

# PAF Instructions
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**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)

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**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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# BID TABULATION

| | | | | |
|---|---|---|---|---|
| **Title:** | Liquid Propane Gas (LP) for Various Agencies | | | **Amerigas Propane, L.P.** |
| **Bid No:** | ITB 16930-25 | | | |
| **Open Date:** | July 15, 2025 | | | |
| **Analyst:** | Corey Glenn | | | |
| **No. Invited:** | ( 25 ) **No. Received:** ( 1 ) **Other:** ( 0 ) | | | |
| **Recorded By:** | Corey Glenn | | | |
| **Item #** | **Description** | **Unit of Measure** | **Est. Annual Quantity** | **Price per gallon** |
| 1 | LP Gas Delivered to Various Locations per Specifications | Gallon | 25,000 | **$1.94 / Gallon** |
| | | | **Terms:** | Yes |
| | | | **Delivery Time:** | Take Exception |
| | | | **Bid Proposal Form:** | Yes |
| | | | **Conflict of Interest Certificate:** | Yes |
| | | | **Insurance Agent Acknowledgement Form:** | Yes |

**Exception taken to the specification of delivery time. Request to make delivery within 72 hours of receipt of a PO.**

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**EXCEPTIONS TO BID CONDITIONS AND SPECIFICATIONS:**
**Bid Number: 449564**
**Liquid Propane LP Gas for Various Agencies**

- *AmeriGas Propane, L.P. has the following comment to the General Requirements in this RFP:*
  - *In Section 2- Delivery, AmeriGas would like to change the verbiage to state that "The awarded supplier must make delivery within 72 hours of receipt of a Purchase Order."*

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# SPECIFICATIONS

## LIQUID PROPANE (LP) GAS FOR VARIOUS AGENCIES

**Product Requirements:**

The LP Gas specified herein shall be H.D.-5 and shall conform to ASTM D-1835-67-T, latest revision, Federal Specification BB-G-110. Storage and handing shall meet the standards of NFPA Pamphlet No.58. In submitting a bid, the supplier certifies that they comply with all the Florida Liquefied Petroleum Gas Laws and Rules.

**Delivery:**

The awarded supplier must make delivery within 24 hours of receipt of a Purchase Order. The City reserves the right to add or delete delivery sites as needed.

**Tanks:**

Except for locations with City-owned tanks, the awarded supplier shall furnish tanks at no additional cost to the City. In the event the supplier's tank requires maintenance and/or repairs but cannot be maintained/repaired immediately onsite by the supplier, the supplier shall replace the tank with a tank of similar size, capacity, and configuration at no additional cost to the City and with no interruption in service.

The awarded supplier is responsible for having the current non-City-owned tanks replaced with their tanks at no cost to the City and with no interruption in service.

**Temporary Replacement of City-Owned Tanks:**

Using *Attachment A* - Delivery Locations: bidders shall provide pricing for temporal replacement tanks should the City owned tank become inoperable and needs to be repaired or replaced. The awarded supplier will be held to the prices offered. **This information will not be a factor** in **awarding the contract.**

Should the need for a temporary replacement tank arise, the City of Jacksonville reserves the right to lease the replacement tank from another supplier outside of this contract.

**Insurance:**

The awarded supplier will be required to submit a copy of their Certificate of Commercial Liability Insurance within ten (10) days of the award notice. The solicitation number mist be listed on the certificate.

Attachments:

| File Name or URL | Type | Description |
|---|---|---|
| Attachment A_Delivery Location | File | Attachment A_Delivery Locations |

Select one of the following:-

☐ a. Acknowledge*(Response attachments are optional)*

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

a. Supplier shall provide proof of applicable local business license if located within Duval County.

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Select one of the following:-

☐ a. Acknowledge*(Response attachments are optional*

Even though a particular manufacture's name or brand is specified, bids will be considered on other brands or on the products of other manufacturers unless notified otherwise. On all such bids, Bidder must clearly indicate the product (brand and model number) on which it is bidding and will supply sufficient data in detail to enable an intelligent comparison to be made with the particular brand or manufacture specified.

Are you bidding any alternates to the lines listed on this solicitation? If yes, indicate which line and attach data as requested.

Select one of the following:-

☐ a. No
☐ *b*. Yes*(Response attachments are required)*

Buy American Preference: As per Section 126.114 of the City of Jacksonville Ordinance Code, preference will be given to a responsive and responsible vendor offering American manufactured, assembled, or produced goods, and who is within 5% of the lowest responsive and responsible bidder. To receive this preference, the bidder must select the Buy American Preference Compliance Certificate indicator and attach supporting documentation and/or evidence attesting that at least 51% offered in the bid response is manufactured, assembled, or produced in the United States. Bidder is not required to submit for the Buy American Preference. Bidders may quote items that are less than 51% American made but will not be eligible for the preference. Restrictions and exemptions may apply. Please refer to Section 126.114 for specifics. Are you requesting the Buy American Preference?

Select one of the following:-

☐ *a*. Yes*(Response attachments are required)*
☐ b. No

Federal Funding does not apply to this bid.

Select one of the following:-

☐ a. Acknowledge

## Indemnification and Insurance

**See attachment below.**

Attachments:

| File Name or URL | Type | Description |
|---|---|---|
| Approved LQ PROPANE SOLICITATI | File | |

Select one of the following:-

☐ a. Acknowledge

## Price Sheet

Price Sheet: Please download the attached spreadsheet to enter prices and upload back. Please do not make any changes to the item descriptions or quantities indicated. See the attachment(s) for additional information.

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