SUBJECT: ANNUAL DOCK MAINTENANCE

BID #: SC-0397-22 **OPEN DATE: 2022-07-13**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – PERIOD OF SERVICE WILL BE FROM OCTOBER 1, 2022 THROUGH SEPTEMBER 30, 2023, WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PARKS, RECREATION AND COMMUNITY SERVICES

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

NUMBER OF BIDS INVITED: 25 **NUMBER RECEIVED:** 3 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the lowest responsive, responsible bidder C & L LANDSCAPE INC. in the amount of $127,375.00 for ANNUAL DOCK MAINTENANCE. Period of service will be from October 1, 2022 through September 30, 2023.

Funding to be encumbered by account 32111.167101.565051.000962.00000000.00000.0000000, to be executed by individual purchase order(s).

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2022. 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.

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

ANALYST: _____
RUBEN OLA

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Daryl Joseph, Director, Parks, Recreation and Community Services Department

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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 _____

ONE CITY. ONE JACKSONVILLE.

City of Jacksonville, Florida

Daryl Joseph, Director

Parks, Recreation and Community Services Department
214 N Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 255-7903
www.coj.net

July 27, 2022

MEMORANDUM

TO: Gregory Pease, Chief
Procurement Division

FROM: Jill Enz, Chief
Natural and Marine Resources

RE: **SC-0397-22 Annual Dock Maintenance- Award Recommendation**

In response to the solicitation for bids for Annual Dock Maintenance, the Procurement Division received responses from three (3) bids and forwarded the results to the Parks, Recreation and Community Services Department to review for a recommendation of award.

Vendor	Amount
Harbor Marine Dock Co, Inc	$5730290.00
Hager Construction Company	$461,495.88
C & L Landscape Inc	**$127,375.00**

After reviewing the bid, Parks, Recreation and Community Services Department respectfully recommends the award be given to lowest bidder C & L Landscape, Inc in the amount of $127,375.00

The total not-to exceed maximum indebtedness will be $500,000.00

The funding source will be:
32111-167101-565051-000962-00000000-00000-0000000 - $0.01

Your assistance in concurring with this recommendation for the respective award would be appreciated.

If you have questions or need additional information regarding this request, please contact Amy Honey at 255-7909.

JE/ah

Attachment: Bid Tab

BID TABULATION SHEET

TITLE: ANNUAL DOCK MAINTENANCE BID NO.: SC-0397-22 OPEN DATE: July 13, 2022 ANALYST: RUBEN OLA No. Invited: (25) No. Received (3) No Bids: (1) Bid Recorder: M. PIERCE, Announcer: BENJAMIN KEMP			HAGER CONSTRUCTION COMPANY	HARBOR MARINE DOCK CO., INC	C & L LANDSCAPE INC.		
ITEM	DESCRIPTION	QTY	TOTAL	TOTAL	TOTAL	PRICE EACH	PRICE EACH
1	ANNUAL DOCK MAINTENANCE (Line items 1-56)	1 LOT	$ 461,495.88	$ 573,029.00	$ 127,375.00		
		GRAND TOTAL:	$461,495.88	$ 573,029.00	$127,375.00		
		TERMS:		NET 0% 30 DAYS	NET 1% 5 DAYS		
		DELIVERY (Business Days):			5 DAYS		
		CONFLICT OF INTEREST:	✓	✓	✓		
		ADDENDUM( ):					
		NOTES:					

BID TABULATION SHEET

TITLE: ANNUAL DOCK MAINTENANCE
BID NO.: SC-0397-22
OPEN DATE: July 13, 2022
ANALYST: RUBEN OLA
No. Invited: (25) No. Received (3) No Bids: (1)
Bid Recorder: M. PIERCE, Announcer: BENJAMIN KEMP

ITEM	DESCRIPTION	QTY	HAGER CONSTRUCTION COMPANY TOTAL	HARBOR MARINE DOCK CO., INC. TOTAL	C & L LANDSCAPE INC. TOTAL	PRICE EACH	PRICE EACH
1	ANNUAL DOCK MAINTENANCE (Line items 1-56)	1 LOT	$ 461,495.88	$ 573,029.00	$ 127,375.00		
	GRAND TOTAL:		$461,495.88	$ 573,029.00	$127,375.00		
	TERMS:			NET 0% 30 DAYS	NET 1% 5 DAYS		
	DELIVERY (Business Days):				5 DAYS		
	CONFLICT OF INTEREST:		✓	✓	✓		
	ADDENDUM( ):						
	NOTES:						

TERMS AND CONDITIONS

ANNUAL DOCK MAINTENANCE

1. SCOPE

The Information Technologies Division of the City of Jacksonville, Florida is currently accepting bids to obtain source(s) of supply for the items 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 DOCK MAINTENANCE, as listed in the bid documents.

2. AWARD

Award will be **ALL OR NONE** to the lowest responsive, responsible bidder grand total amount. 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 will be from October 1, 2022 through September 30, 2023, with three (3) one (1) year renewal options. Renewal Options may be exercised at the discretion of the City based on supplier performance and adherence to the terms and condition set forth in the bid documents.

4. MINIMUM REQUIREMENTS

Bidders should submit or comply with the following requirements; failure to submit any of these requirements may be grounds for rejection:

a. Contractor must provide three (3) references in which the contractor has provided marine construction work within the past two (2) years
b. Contractor must a have a current State of Florida issued Marine Contractor license, General Contractor License and/or a building Contractor license. A current copy must be submitted with proposal.e
c. Contractor shall provide proof of applicable local business license.

5. PRE-BID CONFERENCE

Mandatory Pre-Bid meeting will be held on June 30, 2022, at 3:00 pm, Room 825, Fish Bowl Conference Room 214 N. Hogan Street, 8th Floor Room 825, Jacksonville FL, 32202.

6. STATE CONTRACTS

The City reserves the right to utilize contracts established by the State of Florida and or other governmental agencies for item(s)/service(s) covered under this bid. The city reserves the right to cancel this contract in whole or in part for such item(s)/service(s).

7. QUANTITIES

Quantities indicated reflect the estimated quantities to be purchased throughout the contract period and are subject to fluctuation in accordance with actual requirements. The City reserves the right to add or delete items, or increase the volume of services required, or not to make any purchase against this bid if it so deems necessary at any time during the contract period.

8. DELIVERY

The services in the bid documents shall be performed at various city locations throughout the City of Jacksonville, Duval County, Florida.

9. 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.

10. PRICES

All unit prices shall include material, installation, labor, storage, freight, delivery, handling charges, disposal of damaged items (to include wood and concrete) and any other items to complete the services/task listed on the Specifications and Bid Proposal Form. Extended total will be calculated by multiplying unit cost price by listed approximate quantity. Extended total base bid will be calculated by adding all extended total prices together. In case of error(s), unit cost prices will govern.

11. PICK UP AND RETURNS

The City reserves the right to return an order in whole or in part if the merchandise is not in compliance with the bid specifications. The City or its agencies will determine compliance with bid specifications. Pick up and returns will be made within 48 hours of notification at no charge to the City or its agencies.

12. COMPLIANCE WITH SPECIFICATIONS

The bidder, by affixing their signature to the bid form submitted, agrees to provide item(s)/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.

13. 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 or contract 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 through the City of Jacksonville 1Cloud procurement system or to: City of Jacksonville, General Accounting Division, 117 West Duval Street, Suite 375, Jacksonville, Florida 32202.

14. 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. Bid number should be listed on certificate. The awarded bidder is required to submit their insurance certificate within ten (10) days after notice of award.

15. REPORTING

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.

16. 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.

SPECIFICATIONS
ANNUAL DOCK MAINTENANCE

1. SPECIFICATIONS

Contractor to provide for the grand total amount to include the repair, restoring and/or replacing docks/dock components (stationary or floating); ramps/boardwalks/handrails (walk and boat); piling/piling components (wood, concrete or sheet); excavation, scouring, dredging, filling, carpentry and concrete work as directed. Work requires furnishing all labor, material, tools, supplies, equipment, ladders, hoisting, scaffolding, barges, boats, trucks, fuel, trash disposal, cleanup, freight accessories, etc. to safely accomplish in a workmanlike manner all work requested.

Quantities listed are not absolute. Work requirements will be determined by field requirements. Unit prices will determine work order values. All whalers, cover boards, fender boards, handrails and decking shall be pressure treated .60 lumber and pilings shall be pressure treated 2.5 lumber unless otherwise specified.

The work may also include temporary barriers, signage, false work, clean-up to perform additional required work. The contractor may be required to mobilize and retrieve, secure, remove or dispose of any dock or debris that has become dislodged from its anchoring and is float within the lake, river, wetland, waterway and ocean if so directed.

All work must comply with City of Jacksonville Engineering Design Standards, Florida Building Code and 2010 ADA Standards for Accessible Design.

Any work order repair exceeding the definition of the itemized unit prices deemed necessary to complete or facilitate completing a work element not described shall be paid the two (2) man crew* hourly rate plus any material** utilized at supplier invoice cost plus a mark-up of (bid amount, but not more than 10%). The hourly rate plus material will be paid according to the hourly rate and the material cost plus mark-up and additionally any specialized equipment rental or sublet work and approved disposal hauling and fees, permit fees, regulatory applications will be marked up 10% for Contractor profit and overhead.

***All work** to be accomplished minimally with a two (2) man work crew (*one person of the crew must be capable as a working supervisor)* on a per hour rate including materials, transportation, taxes, insurance, overhead/profit, tools and equipment. Hourly rate should be bid based on work being undetermined requiring site visit/inspection, suggested remedy, application and performance.

Hourly rate: May be considered to any requested work (dock, ramp, boardwalk, gangway, pier, structure), surveys/reports of existing conditions, obtaining permits, exploration, cleaning and disposal of debris, spills, environmental cleanup, vegetation eradication, silt removal, dredging, revetment work, welding, rigging/hoisting/driving , demolition, disposal, moving/disposal of abandoned vessel, retrievals from water, drainage, dewatering, diving , excavation/fill/limerock/concrete/rip-rap/filter screen, testing, sampling, video, temporary protection/sand bagging, scouring and barriers with mark up as applicable for materials or specialized equipment usage. (Does not include payment for estimates/proposals)

****Materials:** Contractor to provide all new materials, sheet metal, trim, bolts, cables, lumber, accessories, concrete, docks, ramps, paint or coatings, specialty items, fasteners, accessories, bumpers, cleats, safety treads, signs, buoys lights, flags, signals, piling, etc.

Audit Provisions: The nature of awards made under this bid is such that City Ordinance No. 179.112 may be applicable. The general concept of the referenced ordinance provides the City Council Auditor access

to records of the contractor(s) as relates to prices charged for labor, materials, etc. under the contract resulting from this bid. A copy of this ordinance is posted on the Purchasing Division Bulletin Board for local vendor interest.

The workmen after arriving at the site making the repair shall walk the immediate area and report any potential problem to Parks, Recreation and Community Services Department via phone, fax or E-mail and if minor and given direction to proceed to execute the repair to match. (Minor being less than four (4) hours work). Submit attached with invoices, a detailed report providing Name of Park, address, site of work location on the property, copies of supplier invoices and any recommended additional repairs observed needed on the site.

Repairs: The primary purchase of this bid is to provide a competitive source of service for repairs and emergency repairs.

The City is defining repairs as a necessary or an emergency to protect City assets to original functional use. Emergency is defined as a sudden occurrence of a serious and urgent nature that endangers health, equipment/supplies, safety, and/or the structure and demands immediate action.

Purchase orders may include cleanup or compatible work related to the repair work or alteration for repairs or emergency without obtaining competitive quotation when the City's anticipates such repairs not to exceed $50,000.00. The City reserves the right to obtain additional quotations for any emergency or urgent repair outside this agreement or piggyback other government agencies exist agreements.

The Contractor shall, upon request, visit the site with the City's representative or under their instruction, to determine the needs and provide an itemized list of repairs with unit prices from this bid award and a schedule to complete the scope. Invoices must correlate back to the purchase order. Work shall not exceed the purchase order amount including any contingency except with an agreed upon executed change order. Repairs shall begin within two (2) weeks of PO issued and be completed within sixty (60) days, except with an agreed upon extension.

Mobilization: The Contractor shall provide a schedule upon determination of a scope of work and work within that schedule and update unforeseen changes.

The Contractor must provide an after-hour emergency number to respond to any storm-related damage and capable to mobilize within four (4) hours after notification or sooner depending on the situation. A named contact person and phone number and fax must be kept current for both non-emergency and emergency calls.

Contractor shall be prepared to secure the emergency to as safe a condition as possible upon arrival.

Parks, Recreation and Community Services Department considers the integrity of maintaining its facilities in a safe condition. Work orders will not be issued to the contractor who at the discretion of the Parks, Recreation and Community Services Department has failed to timely respond. It expects the work to be performed in a workmanlike manner and be consistent with manufacturers recommended practices. All work is to be done in an orderly, courteous, safe manner using new materials and leaving the site clean. All debris generated from the work items shall be disposed in an approved landfill.

Calls placed after 5:00 pm (EST) or on weekends will be paid at 1 1/2 the hourly rate. Overtime will not be paid if work starts before 5:00 pm (EST) Monday through Friday and extends beyond that time.

Overtime will be paid on City holidays for emergency work only. Work started before a holiday and extending into a holiday or weekend will be a regular hourly rate.

Repairs shall provide a minimum six (6) month guarantee without a charge for callbacks.

All work shall be performed in a safe manner with respect to park occupants, boater's (boats/trailers/trucks), visitors, and vendor employees. Contractors must comply with all current OSHA requirements as applicable to service performed.