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SUBJECT: FIRE PROTECTION SERVICES AT VARIOUS CITY LOCATIONS – RE-BID

BID #: SC-0381-24 **OPEN DATE:** 5/1/2024

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – THREE YEARS FROM THE DATE OF AWARD WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUBLIC BUILDINGS DIVISION

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

NUMBER OF BIDS INVITED: 10 **NUMBER RECEIVED:** 5 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to Summit Fire and Security, LLC as the lowest responsive, responsible bidder. Period of service will be three (3) years from the date of award with two (2) one (1) year renewal options. Estimated initial award amount not-to-exceed $1,000,000.00.

This award will be funded from various agency accounts and executed by Purchase Orders.

ATTACHMENTS: Recommendation Memo, Bid Tabulation, Summit Fire and Security, LLC's Unit Prices, Terms & Conditions, Specifications

ANALYST: _____
DAVID KLAGES

RESPECTFULLY SUBMITTED: _____
DUSTIN FREEMAN, 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 _____

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City of Jacksonville, Florida

Donna Deegan, Mayor

Department of Public Works
Public Buildings Division
555 W. 44th Street
Jacksonville, FL 32208
Jacksonville.gov

A NEW DAY.

May 10th 2024

TO: **Dustin Freeman, Chief**
Procurement Division

THRU: **Nina Sickler, P.E., Director**
Department of Public Works

FROM: **Roy Birbal, Chief**
Public Buildings Division

SUBJECT: **Recommendation to Award Bid #SC-0381-24**
Summit Fire and Security
Fire Protection Services at Various Locations

In response to the bid solicitation for Fire Protection Services at Various City Facilities, the Procurement Division received five (5) responses on May 1, 2024, and forwarded the results to the Public Buildings division to review for a recommendation to award.

Accordingly, The Department of Public Works, Public Buildings Division recommends the award go to the lowest responsive, responsible bidder, Summit Fire and Security, in the maximum indebtedness amount of $1,000,000.00.

Funding will be encumbered by issuance of releases against a Contract Purchase Agreement, dependent on funding, the appropriate account and fiscal year.

Your assistance in concurring with this recommendation would be appreciated. If you have questions or need additional information regarding this request, please contact Kirah Bays 255-4342.

Attachments: Bid
Bid Response
Bid Tabulation

BID TABULATION
SUMMARY

		Cintas Fire Protection	Cox Fire Protection	Fire Sprinkler Services FL ,LLC	Johnson Controls	Summit Fire and Security
Title:	Fire Protection Services at Various City Locations - Re-Bid					
Bid No.:	SC-0381-24					
Close Date:	May 1, 2024					
Analyst:	David Klages					
No. Invited:	(10) **No. Received:** (5) **Other:** (0)					
Announcer:	Michelle Spitler					
Recorded By:	Melissa Pierce					
Labor Rate Total:		**$339,000.00**	**$154,500.00**	**$229,600.00**	**$284,950.00**	**$154,500.00**
Non-Proprietary Parts and Materials Total:		**$885,431.80**	**$299,200.00**	**$452,960.00**	**$1,025,733.60**	**$284,650.00**
Fire Protection Maintenance Total:		**$311,209.00**	**$341,027.21**	**$467,090.00**	**$286,783.00**	**$258,210.00**
Total Bid (All Line-Items):		**$1,535,640.80**	**$794,727.21**	**$1,149,650.00**	**$1,597,466.60**	**$697,360.00**
Terms:		No Discount	No Discount	Not Stated	Not Stated	No Discount
Delivery:		10 Bus. Days	Not Stated	10 Bus. Days	Not Stated	5 Bus. Days
Signed Bid Form:		Yes	Yes	Yes	Yes	Yes
Complete Bid Proposal Form:		Yes	Yes	Yes	Yes	Yes
Conflict of Interest Certificate:		Yes	Yes	Yes	Yes	Yes
Addendum 1:		Yes	Yes	Yes	Yes	Yes

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SC-0381-24

BID PROPOSAL FORM
FIRE PROTECTION SERVICES AT VARIOUS CITY LOCATIONS - RE-BID

Labor Rates					
Item	Description of Work	Unit	Est. Annual Qty.	Unit Cost	Extended Cost
1	Technician Labor - Regular Hours	Hr	1,900	$ 75 00	$ 142,500 00
2	Technician Labor - Emergency, Weekend, and COJ Holiday Hours	Hr	100	$ 120 00	$ 12 000 00
			Labor Rates Total (Items 1 & 2):	$ 154,500.00	

Note:
All services required such as attendance at meetings, back-office support, preparation of reports, supervision, and travel will be included in the unit price.

Regular Hours are Monday - Friday from 7:30 a.m. - 6:00 p.m.

COJ Holidays are: New Year's Day, Dr. Martin Luther King, Jr.'s Birthday, Presidents' Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Veterans' Day, Thanksgiving Day, Day After Thanksgiving, Christmas Eve, and Christmas Day.

BID PROPOSAL FORM
FIRE PROTECTION SERVICES AT VARIOUS CITY LOCATIONS - RE-BID

Fire Protection Maintenance									
Item	Location	Address	SF	Before /After Hours (B/A)	Fire Sprinkler Price (3 Times per Year)	Fire Sprinkler Annual Price	Fire Backflow Annual Price	Fire Alarm Annual Price	Total Cost
1	Agriculture Cooperative Extension Service	1010 McDuff Ave.	22,104	No	$ 450.00	$ 250 00	$ 100 00	$ 800 00	$ 1600 00
2	Animal Care & Protective Services	2020 Forest St.	41,000	No	$ 450.00	$ 250 00	$ 100 00	$ 800 00	$ 1600 00
3	Argyle Library	7973 Old Middleburg Rd.	15,809	No	$ 1440 00	$ 900 00	$ 100 00	$ 900 00	$ 3340.00
4	Back Up Call Center	5845 Aviation Ave.	13,596	No	$ 450.00	$250.00	$ 100.00	$ 1540.00	$ 2340.00
5	Beaches Branch Library	600 3rd St.	27,455	No	$	$250.00	$ 450.00	$ 900.00	$ 1600.00
6	Bethesda Park Community Center	10790 Key Haven Blvd.	7,065	No	$	$ 100 00	$ 100 00	$ 440 00	$ 640.00
7	Bradham Brooks (Northwest) Branch Library	1755 Edgewood Ave.	27,863	No	$	$	$	$ 800 00	$ 800 00
8	Brentwood (Northside) Branch Library	3725 Pearl St.	10,424	No	$	$	$	$ 440.00	$ 440 00
9	Brentwood Elementary School	3750 Springfield Blvd.	123,754	No	$ 1600.00	$ 1200.00	$ 100.00	$ 1440.00	$ 4340.00
10	Brown Eastside Branch Library	1390 Harrison St.	4,365	No	$	$	$	$ 440.00	$ 440 00
11	Carvill Community Center	1302 Carvill Ave.	5,184	No	$	$ 50.00	$ 100.00	$ 440 00	$ 590 00
12	Castaway Center	2921 San Pablo Rd.	3,256	No	$	$	$ 100.00	$ 440.00	$ 540 00
13	Camp Milton Reserve	1175 Halsema Rd. N.	3,812	No	$	$	$	$ 440.00	$ 440.00
14	Catherine Hester McNair Center of Hope	561 25th St.	3,652	No	$	$	$ 100.00	$ 900.00	$ 1000.00
15	Ccd A Detention Bldg.	451 Catherine St.	14,130	No	$ 450.00	$ 250.00	$ 100.00	$ 1540.00	$ 2340.00
16	Ccd B Detention Bldg.	451 Catherine St.	14,130	No	$ 450.00	$ 250.00	$ 100.00	$ 1540.00	$ 2340.00
17	CCD C Admin./Operations Offices and 6 Isolation Cells	451 Catherine St.	15,552	No	$ 450.00	$ 250.00	$ 100.00	$ 900.00	$ 1700.00
18	CCD D Maintenance and Laundry	451 Catherine St.	2,304	No	$ 450.00	$ 250.00	$ 100.00	$ 540.00	$ 1340.00
19	Cecil Community & Aquatic Center	13611 Normandy Blvd.	41,792	No	$	$	$ 100.00	$ 440.00	$ 540.00
20	Cecil Field Gymnasium	13531 Lake Newman St.	19,279	No	$	$	$	$ 800.00	$ 800.00
21	City Hall at Saint James	117 Duval St.	392,150	Yes	$ 1600.00	$ 1200.00	$ 100.00	$ 1440.00	$ 4340.00
22	Clanzel T. Brown Community & Senior Center	4575 Moncrief Rd.	9,726	No	$ 1600.00	$ 1200.00	$ 100.00	$ 900.00	$ 3800.00
23	Clerk of Courts	1543 Atlantic Blvd.	2,600	No	$	$	$	$ 440.00	$ 440.00
24	Communications Facility	1020 Superior St.	9,265	No	$	$	$	$ 440.00	$ 440.00
25	Cuba Hunter Community Center	4380 Bedford Rd.	8,116	No	$ 900.00	$ 540.00	$ 100.00	$ 900.00	$ 2440.00
26	Dallas Graham Branch Library	2304 Myrtle Ave.	9,369	No	$	$	$	$ 1430.00	$ 1430.00
27	Dinsmore Community Center	7126 Civic Club Dr.	4,830	No	$	$	$	$ 440.00	$ 440.00
28	Duval County Courthouse	501 Adams St.	756,892	Yes	$ 9900.00	$ 5500.00	$ 1000.00	$ 14200.00	$ 30600.00
29	Ed Austin Building (State Attorney's Office)	311 Monroe St.	251,700	Yes	$ 5400.00	$ 3600.00	$ 100.00	$ 440.00	$ 9540.00
30	Ed Ball Building	214 N. Hogan St.	538,765	Yes	$ 5400.00	$ 3050.00	$ 50.00	$ 1440.00	$ 9940.00
31	Emmett Reed Center	1093 6th St.	37,575	No	$	$	$ 100.00	$ 440.00	$ 540.00
32	EOC/JFRD Fire/Rescue Admin. Bldg.	515 Julia St.	90,726	Yes	$ 1600.00	$ 1200.00	$ 100.00	$ 1440.00	$ 4340.00
33	Fire Station # 05	2433 Forest St.	10,951	No	$ 450.00	$ 250.00	$ 100.00	$ 440.00	$ 1240.00
34	Fire Station # 09	4560 Main St.	7,772	No	$	$ 50.00	$	$ 440.00	$ 490.00
35	Fire Station # 10	1055 McDuff Ave. S.	9,000	No	$ 450.00	$ 250.00	$ 100.00	$ 540.00	$ 1340.00
36	Fire Station # 14	4242 Herschel St.	4,897	No	$	$ 50.00	$	$ 440.00	$ 490.00

BID PROPOSAL FORM
FIRE PROTECTION SERVICES AT VARIOUS CITY LOCATIONS - RE-BID

Fire Protection Maintenance									
Item	Location	Address	SF	Before /After Hours (B/A)	Fire Sprinkler Price (3 Times per Year)	Fire Sprinkler Annual Price	Fire Backflow Annual Price	Fire Alarm Annual Price	Total Cost
73	JFRD Storage	909 Haines St.	59,982	No	$450.00	$250.00	$100.00	$440.00	$1240.00
74	JFRD Tactical Support	355 Ellis Rd.	37,494	No	$	$	$	$540.00	$540.00
75	Jim Fortuna Senior Citizen Center	11751 McCormick Rd.	8,546	No	$	$	$	$440.00	$440.00
76	Jim King Greater Jax King Fishing	8203 Heckscher Dr.	10,957	No	$	$	$	$440.00	$440.00
77	Johnnie Walker Center	2500 20th St.	4,637	No	$	$	$	$1440.00	$1440.00
78	JREC (Jacksonville Re-Entry)	1024 Superior St.	14,596	No	$450.00	$250.00	$100.00	$440.00	$1240.00
79	JSO (Jacksonville Sheriffs Office)	711 Liberty St.	41,438	No	$450.00	$250.00	$100.00	$440.00	$1240.00
80	JSO K-9 Facility	1076 Duval St. W.	6,165	No	$450.00	$250.00	$100.00	$440.00	$1240.00
81	JSO Property Facility	829 Haines St.	47,064	No	$450.00	$250.00	$100.00	$440.00	$1240.00
82	JSO Tactical Research	4727 Lannie Rd.	5,000	No	$	$	$	$440.00	$440.00
83	JSO Vehicle Forfeiture Storage (Impound)	1087 Haines St.	51,954	No	$450.00	$250.00	$100.00	$440.00	$1240.00
84	Julian W. Barrs Community Center	10151 Crystal Springs Rd.	3,585	No	$	$	$	$440.00	$440.00
85	Kennedy Center	1133 Ionia St.	30,998	No	$	$100.00	$	$800.00	$900.00
86	Lane Wiley Senior Citizen Center	6710 Wiley Rd.	9,245	No	$450.00	$1200.00	$100.00	$440.00	$2190.00
87	Legends Community Center	5130 Soutel Dr.	30,000	No	$1600.00	$1200.00	$100.00	$1440.00	$4340.00
88	Lincolnvilla Senior Center	7866 New Kings Rd.	10,251	No	$	$	$	$800.00	$800.00
89	Louis Dinah Senior Center	1805 Flag St.	6,683	No	$	$	$	$1440.00	$1440.00
90	Main Library	303 Laura St.	351,375	No	$1600.00	$1200.00	$100.00	$440.00	$3340.00
91	Main Library Parking Garage	33 Duval St.	270,267	No	$1600.00	$1200.00	$100.00	$1140.00	$4040.00
92	Mallison Center (PAL)	3133 Lenox Ave.	4,351	No	$	$	$	$540.00	$540.00
93	Mandarin Branch Library	3330 Kori Rd.	25,601	No	$	$	$	$540.00	$540.00
94	Mary L. Singleton Senior Citizen Center	150 1st St.	42,581	No	$	$	$	$900.00	$900.00
95	Mary Lena Gibbs Community Center	6974 Wilson Blvd.	18,160	No	$	$	$	$440.00	$440.00
96	Maxville Branch Library	8375 Maxville Blvd.	9,194	No	$	$	$	$440.00	$440.00
97	Maxville Senior Center	18065 Pennsylvania Ave.	4,034	No	$	$	$	$440.00	$440.00
98	McGirt's Creek Community Center	8435 118th St.	4,830	No	$	$	$	$440.00	$440.00
99	Medical Examiner's Office	2100 Jefferson St.	19,700	No	$450.00	$250.00	$50.00	$440.00	$1190.00
100	Merrill House	319 A. Phillip Randolph Blvd.	3,517	No	$	$	$	$440.00	$440.00
101	Metropolitan Park Maint. Warehouse & Restrooms	1406 Gator Bowl Blvd.	7,640	No	$	$	$	$1440.00	$1440.00
102	Mosquito Control ADA	1321 Eastport Rd.	7,217	No	$	$	$	$440.00	$440.00
103	Murray Hill Branch Library	918 Edgewood Ave.	8,370	No	$	$	$	$440.00	$440.00
104	North Yard Admin. Bldgs. 1 & 2 (Supply)	4767 Moncrief Rd.	4,107	No	$	$50.00	$	$900.00	$950.00
105	Oceanway Community Center	12215 Sago Ave.	6,453	No	$	$	$	$440.00	$440.00
106	Oceanway Senior Center	12215 Sago Ave.	4,830	No	$	$	$	$440.00	$440.00
107	Pablo Creek Regional Library	13295 Beach Blvd.	42,316	No	$1600.00	$900.00	$100.00	$440.00	$3040.00
108	PAL Structure	11751 McCormick Rd.	39,298	No	$	$	$	$440.00	$440.00

TERMS AND CONDITIONS

FIRE PROTECTION SERVICES AT VARIOUS CITY LOCATIONS – RE-BID

1. **SCOPE**
The City of Jacksonville's Procurement Division is currently accepting bids to obtain a source 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 **Fire Protection Services at Various City Locations (Re-Bid)** as listed in the bid documents.

2. **AWARD**
Award will be **ALL OR NONE** to the lowest responsive, responsible bidder subject to the Buy American Preference clause described below. Bidders must bid on all items to be considered for award. The City reserves the right to reject any or all bids. ALL awards are subject to the availability of funds.

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 complete the attached Buy American Preference Compliance Certificate 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 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.

3. **TERM OF AGREEMENT**
The term of this agreement will be three (3) years from the date of award with two (2) one-year renewal options. Renewal Options may be exercised at the discretion of the City based on supplier performance and adherence to the terms and conditions 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. See ***Specifications – Qualifications and Basis for Award*** herein.

5. **PRE-BID CONFERENCE**
N/A.

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 purchase more than the estimated quantities listed or not to make any purchase against this bid if it so deems necessary anytime during the contract period. **The City reserves the right to add or delete items during the contract period.** The City will order on an as needed basis.

8. **DELIVERY**
A packing list shall accompany all shipments, which shall indicate, at a minimum, the following; purchase order number, item number and description, date of shipment, quantity ordered, and shipped, unit price, and unit of measure.

9. ESCALATION/DE-ESCALATION

See ***Specifications – Price*** herein.

10. PRICES

All unit prices shall include **freight, delivery, and handling charges** to the delivery location as outlined in the bid documents.

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 to: COJ1CloudInvoices@coj.net. The invoice email subject line **MUST BE**: inv_300000008806179. Invoices can also be submitted through the 1Cloud Supplier Portal.

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

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

FIRE PROTECTION SERVICES AT VARIOUS CITY LOCATIONS – RE-BID

All questions or discrepancies regarding the bidding process or the bid documents must be submitted in writing to David Klages, Purchasing Analyst, at dklages@coj.net by the date and time specified on the Bid Form.

When submitting a bid, please be sure to write the bid name and number and your company's name, address, and phone number on the **outermost** sealed envelope or package.

Bidders shall not make changes to any document in this solicitation. Changes to this solicitation will be authorized only via posted addendum. Any unauthorized changes may result in rejection of the bid submittal.

All items furnished shall be completely new, unopened, and free from defects.

Description of Work:

The City of Jacksonville (COJ) is accepting bid submittals from qualified, experienced suppliers for the comprehensive service, repairs, maintenance, certification, and inspections of fire alarm systems, water-based fire suppression systems, smoke control systems, fuel gas and CO2 detection, and other fire protection systems at multiple COJ facilities.

Scope of Work:

A. The work shall consist of fire protection systems inspection, installation, maintenance, and repair services in support of the COJ facilities listed on Attachment A on an as needed, when requested, and routine/scheduled basis at the sole discretion of the COJ Public Buildings Facility Management (PBFM) or designated personnel.

B. The Supplier shall visit each location and validate equipment profiles, types, and operation of fire alarm and fire suppression systems, as well the manufacturer and model numbers at each location. The Supplier is required to maintain existing equipment.

C. Within five (5) business days from the notice of award, the successful Supplier shall submit a proposed schedule identifying the month each site shall be inspected for review and approval by PBFM. Periodic meetings shall be held, as needed, to revise the schedule and monitor performance.

D. The Supplier shall issue invoices for services performed in one batch each month for all work performed the previous month. Payment terms shall be effective from this monthly billing date.

E. The Supplier shall comply with the terms of the contract for three (3) years from the date of award with two (2) one (1) year renewal options at the sole discretion of COJ. COJ shall not incur any liability should it choose not to exercise its exclusive option to renew the contract.

Qualifications and Basis for Award:

No award will be made until all necessary inquiries have been made into the responsibility of the lowest responsive bidder and the PBFM is satisfied that the lowest responsive bidder meets or exceeds the minimum qualifications to do the work. Additionally, the lowest responsive bidder must have the necessary organization, capital, and equipment to perform the services as described under this contract. Pre-award inspection of the company's place of business may be made prior to award. PBFM may consider a solicitation response irregular and reject or ask for additional documentation/clarification if any of the prices are excessively unbalanced (either above or below the amount of a reasonable response) to the detriment of COJ.

Suppliers may not rely upon the licensing or experiences of sub-contractors or sub-consultants to meet the minimum qualifications contained herein. **FAILURE TO SUBMIT REQUESTED PROOF OF QUALIFICATIONS MAY BE GROUNDS FOR REJECTION OF THE BID SUBMITTAL.**

The awarded Bidder shall:

Be certified and licensed by the State of Florida for the installation, repair, and inspection of all types of fire sprinkler, suppression, and fire alarm systems for both residential and large commercial structures.

A. Maintain a staffed office during normal business hours with emergency service available 24 hours per day, 7 days per week via a staffed answered service or other live contact. Applicable after-hours staff or answering service should maintain an accurate multiple technician list capable of response to an emergency service request within a four (4) hour time limit stipulated by this contract.

B. Directly employ and maintain locally (within 120 miles of 32202), a dedicated account services executive/principal officer with Fire Protection Contractor I licensure and project management experience.

C. Directly employ and maintain locally, at least two (2) senior technicians/leads supervisors with Level III NICET certifications or substantial technician experience in Fire Alarm Systems and/or Inspection and Testing of Fire Alarm Systems.

D. Directly employ and maintain locally, at least two (2) senior technicians with Level III NICET certifications or substantial technician experience in fire sprinkler systems and inspection.

E. Directly employ and maintain locally, at least three (3) technicians with NICET certifications in fire sprinkler system inspection and/or fire alarm system inspection of Level II or higher.

F. Directly employ and maintain a dedicated account deficiency coordinator.

G. Directly employ and maintain a dedicated account services scheduler.

H. Maintain sub-contract relationships with approved suppliers to support various proprietary or other integrated fire protection system services.

I. Maintain professional engineering services to survey, design, and implement fire protection systems in residential, municipal, or commercial structures.

J. Maintain Workers Compensation and Comprehensive Liability Insurance in sufficient amounts to satisfy State of Florida requirements.

K. Provide similar installation, repair, and inspection of fire protection services on a previous account maintaining over one hundred and twenty (120) municipal / commercial locations, in Florida, for three (3) or more consecutive years which includes but is not limited to the following occupancy types; Assembly, Business, Educational, Institutional, and Mixed-Use. Past account shall illustrate experiences in Detention & Correctional, Courthouses, Theaters, Libraries, Community Centers, and Fire Station facilities.

L. Provide names and resume' of employees to be assigned to this account as illustrated above.

M. Provide a list with at least three (3) references for the last three (3) years.

N. Provide proof of qualifications submitted at the time of bid submission. References must pertain to location types listed above. References will be checked, and the award of this solicitation will be based, in part, upon the results of the reference check.

Scheduling of Operations:

A. The awarded Bidder will be required to maintain a projected schedule for the entire calendar year (CY). As deemed necessary, the Supplier shall have available responders 24 hours per day, 7 days per week, 365 days per year. Supplier must note that COJ buildings will be occupied in most situations.

B. Scheduled inspections or tests are to be confirmed through emails or calendar invitations at least one (1) week in advance of the inspection or service by the service scheduler. Service or inspections are to occur Monday – Friday no earlier than 7:30 a.m. Before and/or Afterhours (B/A) testing for specified locations must be confirmed at least two (2) weeks prior to desired execution under normal conditions.

C. All work shall be scheduled and confirmed between the Supplier's dedicated account services scheduler, PBFM, and a COJ site designate. All resulting proposals shall be provided by the deficiency coordinator within ten (10) days following inspections / services. All schedules or appointments are subject to change by the PBFM or designate.

Requirements of Regulatory Agencies:

The Supplier shall perform all work in accordance with applicable codes. The work shall be completed by certified and experienced Supplier employees skilled in the trade and in accordance with the best practices of the trade. Provide all necessary notices, obtain all state and municipal permits, pay all fees necessary in connection with the requested services, including sales and use taxes as applicable, and make all tests as are called for by the regulations of such authorities.

All materials and workmanship shall comply with the applicable requirements and advisory provisions of the latest edition of NFPA, as codified by the State of Florida, the City of Jacksonville, and interpreted by the Authority Having Jurisdiction (AHJ):

- NFPA 25: Standard for the Inspection, Testing and Maintenance of Water Based Fire Protection Systems
- NFPA 72: National Fire Alarm and Signaling Code
- Other standards as applicable

Guarantee:

The Supplier shall guarantee all workmanship and service delivery for itself and any of its sub-contracted suppliers in accordance with current standards and regulations, Florida State Statutes, Florida Administrative Code, licensure, and industry best practices for one year from the date of delivery/installation. Services performed by personnel in the employment of the Supplier, or its subcontracted suppliers, shall be the legal responsibility of the prime Supplier and guaranteed that all service expectations remain compliant.

City's Right to Terminate for Convenience:

COJ reserves the right to terminate the contract for any reason by giving thirty (30) days written notice to the Supplier. If the contract is terminated for convenience, COJ will be relieved of all further obligations other than payment for that amount of approved services performed to the date of termination. Access to all workpapers will be provided to COJ within thirty (30) days after the termination of the contract.

Fire Alarm Systems:

A. The Supplier shall annually test fire alarm systems and peripherals including, fire alarm panels, transmitters, in-building fire emergency voice/alarm communications equipment, batteries, remote annunciators, remote power supplies, transient suppressors, fiber optic cable connections, initiating devices, notification appliances, exit marking audible notification appliances, supervising station alarm systems receivers, public emergency alarm reporting system transmission equipment (if applicable), mass notification system equipment (if applicable), and all other devices attached to and/or related to the fire alarm system in accordance with current NFPA and other applicable rules and regulations.

B. All tests and inspections shall be coordinated with the Building Maintenance Supervisor's office or designated representative so as not to disturb the daily business of the offices at the various facilities.

C. After completion of all above requirements, the Supplier shall correct all disarming features and restore alarm panel to normal operating condition ready for emergency action, then report to the PBFM, Building Maintenance Supervisor, or site designated representative that the testing has been completed. Annual inspections shall be coordinated to coincide with annual water-based fire suppression systems testing.

D. The Supplier shall provide a copy of the report to the Building Maintenance Supervisor or designated representative for signature and post a copy of the signed report onsite (panel location). The Supplier will also provide a digital copy of the report to PBFM. The Supplier shall advise the Building Maintenance Supervisor or designated representative of the next scheduled test.

E. The Supplier shall furnish documentation in the form of inspection reports compatible with the format shown in NFPA 72, Chapter 7 that is applicable to the work being performed, listing the City of Jacksonville as owner, and indicating the location or description of the system inspected/serviced. All equipment failures or devices nearing failure, repairs made, or action to be taken shall also be listed. Upon discrepancy, the Supplier shall notify the PBFM and submit a quote to repair.

F. The Supplier shall coordinate testing activities with site maintenance personnel so that annual test activities are scheduled to coincide with fire suppression testing at the site. The Supplier shall take special care to make sure that "interface components" between the fire alarm fire suppression systems are completely tested, such as dry pipe sprinkler riser low-pressure and flow indication switches, pre-action system interlock, tamper switches, etc.

G. The Supplier shall furnish all labor and equipment necessary to inspect, modify, repair, and certify all City of Jacksonville fire alarm system types to include proprietary equipment and integrated systems under this contract. Supplier shall provide "turnkey" outcomes directly or through approved subcontracted providers. The primary Supplier remains responsible for the favorable execution of all fire alarm system services work needed to properly maintain all COJ fire protection systems. During all service times, the primary Supplier's crew shall have an employee with NICET Level II or higher-level certification in fire alarm systems present. At a minimum, subcontractor completion of work shall receive the primary Supplier's NICET III level certification in fire alarm systems approval.

Water-Based Fire Suppression Systems:

A. All inspections shall be performed in accordance with current NFPA and other applicable rules and regulations. If a conflict or difference should arise between any of the applicable federal, state, and local laws, statutes, ordinances, and/or codes, or with the outlined testing procedures contained within this document, the more stringent shall prevail.

B. The Supplier shall furnish all necessary documentation and inspection reports and discuss the results of each inspection with the site Maintenance Supervisor or site designate before leaving the premises with special emphasis on any noted deficiencies and recommended corrective actions. A copy of the report shall be emailed in PDF format to PBFM. A hardcopy of certifications or inspection reports shall be furnished to the Building Maintenance Supervisor or designated representative.

C. All tests and inspections shall be coordinated with the Building Maintenance Supervisor's office or designated representative so as not to disturb the daily business of the offices at the various facilities.

D. The Supplier shall thoroughly test, inspect, examine, adjust, and calibrate as necessary all water-based fire suppression systems including fire pumps, private site hydrants, backflow preventers, standpipes, and related appurtenances in accordance with required inspection schedules required by NFPA or other applicable rules and regulations. For the purpose of planning 3-year and 5-year inspections, and other inspections of less frequency than one (1) year, if the inspection period is unknown, then inspections shall be planned and executed as if the respective system was initially placed in service on January 1, 2014.

E. Every effort will be made by the PBFM to cooperate fully with the Supplier during inspections, but it is the Supplier's responsibility to perform the inspections in a professional and timely fashion and in full accordance with the specifications.

F. The Supplier shall test water-based suppression systems quarterly, semi-annually, and annually by testing all fire sprinkler systems, and/or peripherals including, private hydrants, standpipes, fire pumps, risers, backflow preventers, flow switches, alarm devices, main drains, gauges, sprinklers, valves, drains, fire pumps, and all other devices attached to and/or related to the fire sprinkler system as required by NFPA or other applicable rules and regulations. If the 3-year or 5-year (and greater) interval inspection period is unknown, then inspections shall be planned and

executed as if the respective system was initially placed in service on January 1, 2014.

G. After completion of all requirements, the Supplier shall correct all disarming features and restore alarm panel to normal operating condition ready for emergency action, then report to the Building Maintenance Supervisor or designated representative that the testing has been completed. Annual inspections shall be coordinated to coincide with annual fire alarm testing.

H. The Supplier shall provide a copy of the report to the Building Maintenance Supervisor or designated representative for signature and post a copy of the signed report onsite (panel location). The Supplier will also provide a digital copy of the report to PBFM. The Supplier shall advise the Building Maintenance Supervisor or designated representative of the next scheduled test.

I. The Supplier shall furnish documentation in the form of inspection reports compatible with format shown in NFPA 25, Annex B that is applicable to the work being performed, listing the City of Jacksonville as owner, and indicating the location or description of the system inspected/serviced. All equipment failures or devices nearing failure, repairs made, or action to be taken shall also be listed.

J. The Supplier shall coordinate testing activities with site maintenance personnel so that annual test activities are scheduled to coincide with fire alarm testing at the site. The Supplier shall take special care to make sure that "interface components" between the fire alarm and water-based fire suppression systems are completely tested, such as dry pipe sprinkler riser low-pressure and flow indication switches, pre-action system interlock, tamper switches, etc.

K. The Supplier shall furnish all labor and equipment necessary to inspect, modify, repair, and certify all City of Jacksonville fire suppression system types to include proprietary equipment and integrated systems under this contract. The Supplier shall provide "turnkey" outcomes directly or through approved subcontracted providers. The primary Supplier remains responsible for the favorable execution of all fire suppression systems work needed to properly maintain all COJ fire protection systems. During all service times, the primary Supplier's crew shall have an employee with NICET Level II or higher-level certification in fire sprinkler system inspections present. At a minimum, subcontractor completion of work shall receive the primary Supplier's NICET III level certification in fire sprinkler inspections approval.

Chemical Fire Suppression Systems:

A. The Supplier shall ensure the fire alarm supervision of chemical extinguishant suppression systems such as FM200, Inergen, ANSUL, Clean Agent, in accordance with applicable standards.

B. The Supplier shall test the alarm supervision of all installed chemical suppression systems alongside fire alarm system inspections in accordance with applicable standards.

C. The Supplier shall coordinate testing activities with site maintenance personnel so that annual test activities are scheduled to coincide with fire alarm testing at the site. The Supplier shall take special care to make sure that "interface components" between the fire alarm and chemical fire suppression systems are completely tested, such as relays, cabinet tamper switches, troubles, supervisory, etc.

D. The Supplier shall have the capability to coordinate to inspect, modify, repair, and certify all chemical fire suppression repair work to include proprietary equipment and integrated systems under this contract. The Supplier shall provide "turnkey" outcomes directly or through approved subcontracted providers. The primary Supplier remains responsible for the favorable alarm supervision of all installed chemical fire suppression system work needed to properly maintain all COJ fire suppression systems. At a minimum, subcontractor completion of work shall receive the primary supplier's NICET III level certification in fire sprinkler inspections approval.

Fuel Gas and Carbon Monoxide Detection:

A. The Supplier shall ensure the operation and supervision of fuel gas and carbon monoxide detection systems, in accordance with applicable standards, at selected locations.

B. The Supplier shall test the supervision of all installed fuel gas and carbon monoxide detection systems alongside fire alarm system inspections in accordance with applicable standards, at selected locations.

C. The Supplier shall coordinate testing activities with site maintenance personnel so that annual test activities are scheduled to coincide with fire alarm testing at the site. The Supplier shall take special care to make sure that "interface components" between the fire alarm and fuel gas and carbon monoxide detection systems are completely tested, such as relays, device housings, etc.

D. The Supplier shall have the capability to coordinate to inspect, modify, repair, and certify all fuel gas and carbon monoxide detection repair work to include proprietary equipment and integrated systems under this contract. The Supplier shall provide "turnkey" outcomes directly or through approved subcontracted providers. The primary Supplier remains responsible for the favorable operation, occupant notification or alarm supervision of all installed fuel gas and carbon monoxide detection system work needed to properly maintain these systems at selected locations. At a minimum, subcontractor completion of work shall receive the primary supplier's NICET III level certification in fire alarm systems approval.

Service and Inspection Reports:

A. Reports shall be completed for every regular inspection and/or emergency call provided by the Supplier.

B. Reports will indicate the date the service was provided, location of the service, defects discovered, and an itemized listing of the materials and/or devices provided (labor and material).

C. Reports shall be signed by the Building Maintenance Supervisor or their designated representative.

D. Water-based fire suppression systems inspection tags shall be placed by the technician in accordance with NFPA 25: Standard for the Inspection, Testing and Maintenance of Water Based Fire Protection Systems, whenever the system or associated devices are serviced and/or repaired.

E. Any projects that are federally funded may be subject to the requirements of Davis-Bacon Act and/or the Davis-Bacon Wage Decision.

F. Current inspection report to be located at every facility. A digital copy, in PDF format, including photos of any deficiencies found during the inspection, shall be submitted to the PBFM.

Repairs and Defects:

A. If repair or replacement of any device or part of the fire protection system is required, the Supplier shall verbally notify the Building Maintenance Supervisor or designated representative immediately, and shall provide written notice of such, within 24 hours after the discovery of the deficiency to the PBFM. Notice shall contain the nature of the deficiencies and shall include a description of any remedial work that may be required.

B. Photos of damaged or inoperable fire protection equipment shall be taken, submitted, provided, and retained for the duration of the life of the contract, for every service job. Photos of repaired or restored fire protection equipment shall be taken, submitted, provided, and retained for the duration of the life of the contract, for every service job.

C. All resulting proposals shall be provided within ten (10) days post inspections / services.

D. All equipment, materials, and workmanship are to be warranted against defects for one (1) year from the date of completion. Any substitution of equipment or material must be approved by the PBFM, Building Maintenance Supervisor, or designated representative before installation.

Parts and Components:

A. The Supplier shall repair or replace worn parts or complete components using only equipment that is UL listed, FM approved, or that is listed by a laboratory provided in OSHA's list of nationally recognized testing laboratories, and manufacturer's approved equipment and replacement parts or components.

B. The Supplier shall have available locally, or be able to source within 24 hours in an emergency, all equipment and components as needed to restore the system to proper working order.

C. Where joint venture and/or Sub-Supplier arrangements are proposed, the Supplier shall also submit the applicable information items for each joint venture and/or Sub-Supplier.

Price:

A. This is a facility labor and materials contract guided by the rates and pricing structure identified in the Bid Proposal Form. COJ reserves the right to request firm price quotations on work/individual projects over $500.00.

B. Rates and prices shall be in effect as of the award's start date and remain firm for the initial one-year contract term unless the contract is terminated, canceled, or extended.

C. The Markup amount on materials, supplies, and equipment used for fire protection services shall not exceed 12%. The markup amount on Sub-Suppliers shall not exceed 12%.

D. Consumer Price Index (CPI) increases shall be in accordance with the consumer price index for all urban consumers published monthly by the U.S. Department of Labor, Bureau of Labor Statistics. The Supplier may request a CPI increase no more than thirty (30) days prior to the anniversary date of the contract. If the Supplier fails to request the CPI price adjustment within thirty (30) days of the anniversary date, the Supplier will be denied the increase requested and the Supplier will have to request the CPI again in accordance with this clause. COJ will request a CPI increase through the COJ budgetary process. CPI increases are not automatic or guaranteed. If approved, the CPI price adjustment occurs within thirty (30) days after approval or as prescribed through the COJ budgetary process. No retroactive price adjustments are allowed.

E. Regular Requests: The Supplier shall respond to the facility for routine service requests within two (2) business days of being contacted by COJ.

F. Emergency Requests: The Supplier shall respond to the facility for emergency service requests within four (4) hours of being contacted by COJ. Emergency services shall include corrective repair of any problem required to restore the facility and/or grounds to an operational, secure, and safe condition.

G. Providing a quotation for needed or requested work will not be a billable service call.

H. Interval Services: All costs for 3-year and 5-year interval services shall be included in the respective Annual Inspection and Maintenance price.

I. Service calls & repairs shall be invoiced at the completion of each project, according to the rates submitted on the Bid Proposal Form or approved increase. All invoices shall include, at a minimum, the following information:

- Work Order number and appropriate Purchase Order information.
- Facility name and address of where the work was completed.
- PBFM contact information (name).
- Hourly rates and charges.
- Detailed list of materials supplied and installed.
- Detailed description of the work performed.

J. Invoices shall coincide with identified items on the Bid Proposal Form.

L. Invoices for services performed shall be submitted in one batch each month for all work performed the previous month. Payment terms shall be effective from this monthly billing date.

Delivery, Storage, and Handling of Materials:

A. The delivery, storage, and the handling of materials/equipment shall comply with the manufacturer's written instructions.

B. Material/Equipment must be available for inspection as required by COJ staff.

C. Delivery shall be F.O.B. inside delivery at various locations for COJ during the location's normal operating hours.

Installation:

A. The Supplier shall coordinate the location with COJ staff prior to commencing work. All labor and materials necessary to complete the installation shall be included in the quotation.

B. Installation shall proceed as specified in the manufacturer's published installation instructions and to industry best standards.

C. The installer shall be certified by the manufacturer to insure warrantable installation when applicable.

D. The Supplier shall ensure they have the necessary resources for the successful completion of the work.

E. The Supplier will perform on-site minor repairs when the cumulative parts and labor cost is $500 or less, as approved by the Public Buildings Facility Manager (PBFM). If the estimated cost exceeds $500, the Supplier will provide a written quote that must be approved by the PBFM.

F. All work performed shall be subject to inspection and shall meet the approval of COJ. If the work is not approved, COJ shall have the right to reject it or to require corrections.

G. Acceptance or rejection of the work shall be made as promptly as practical, but failure to accept or reject the work shall not relieve the Supplier from its responsibility for the satisfactory completion of the work.

H. Partial or full payment does not absolve the Supplier from making corrections found subsequently.

I. COJ shall be the final judge of all work and its decisions of all questions in dispute will be final.

J. COJ may have its own work forces and other suppliers on the site while the work of this contract is under way. COJ shall coordinate the work of all suppliers on the site and require their cooperation with each other.

K. If the Supplier is unable to provide the services within the timeframe required, or is unavailable, COJ reserves the right to contact another supplier to perform the service(s).

Worksite Procedures:

A. The Supplier will be required to report to City staff upon arrival before starting any work, and prior to departure from the facility. An identifying badge, parking pass, and/or keys for equipment or roof access may be required from COJ staff.

B. The Supplier's qualified personnel required to work at the Police Memorial Building, Pre-Trial Detention Facility, Community Transition Center (CTC), and any other sites designated by COJ shall be required to successfully complete and maintain a security clearance for the duration of this contract.

C. The Supplier must inform PBFM immediately if any safety hazard is discovered.

D. The Supplier must ensure that all its staff are wearing clearly visible identification badges (company name and first name) when working on COJ properties.

E. Any cost for obtaining security clearance will be the responsibility of the Supplier.

Protection:

The Supplier shall use due care so that no persons are injured, or no property is damaged, when performing the work. The Supplier shall be solely responsible for all loss, damages, costs, and expenses in respect of any injury to persons, damage of property, or infringement of the rights of others incurred in the performance of the work or caused in any other manner whatsoever by the Supplier or its employees. The Supplier shall rectify any loss or damage immediately at no charge to the City of Jacksonville and to the satisfaction of COJ for which, in the opinion of COJ, the Supplier is responsible.

Cleaning:
At the end of each day and at the conclusion of work, the Supplier shall clean up all debris, promptly remove any equipment or materials, and leave the work site in a clean and tidy condition.

Performance Guarantee:
The Supplier shall assume full responsibility to provide a complete, operational, and accessible fire protection system upon completion of the work.

Locations:
The Supplier shall use **Attachment A – COJ Facility Listing** as a starting point for these services. The Supplier must validate/inspect each site and provide a completed list and inspection schedule to the PBFM within thirty days (30) after receipt of a Purchase Order. If a location no longer requires a fire protection system feature, the Supplier shall notify COJ to remove that location from the inspection list. **COJ reserves the right to add or delete locations as needed.**

The fixed rate for periodic inspections shall be established at the time any new location is added to this list. Throughout the execution of this contract, the Supplier must verify and provide an actual count of all devices in all designated public buildings or places. The completed inventory and service history to be documented in the master schedule shall be submitted to the PBFM by December 31st of each following year starting in 2024. All costs associated with completing inspections / certifications, traveling to each location, and tracking / updating the inventory list must be included in the unit pricing.

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