SUBJECT: CITYWIDE ARMORED CAR SERVICES

BID #: SC-0201-17 **OPEN DATE: 2017-07-12**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – DATE OF AWARD THROUGH SEPTEMBER 30, 2018 WITH FOUR (4), ONE (1) YEAR RENEWAL OPTIONS.

AGENCY: PROCUREMENT DIVISION

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

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

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to reject all bids; Garda CL Southeast is being rejected for making exceptions to the General Conditions, Supplemental Conditions, Insurance and Indemnification, Terms and Conditions, and Specifications, Dunbar Armored, Inc., is being rejected for submitting a late bid. The Procurement Division will rebid at a later date.

Attachments: Recommendation Memo, Bid Tabulation Sheet, Terms and Conditions, Rejection Letters

Analyst: _____ STEVEN BURAKOWSKI **RESPECTFULLY SUBMITTED:** _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Dustin Freeman, Manager of Purchasing Services

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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 _____

City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

ONE CITY. ONE JACKSONVILLE.

TO: Gregory Pease, Chief, Procurement Division

FROM: Dustin Freeman, Manager of Purchasing Services

DATE: July 18, 2017

SUBJECT: SC-0201-17, Citywide Armored Car Services

The Procurement Division received two (2) bids on the above referenced solicitation. One (1) bid was received late and not considered.

Of the one timely response received, Garda CL Southeast was rejected for being non-responsive for making exceptions to the General Conditions, Supplemental Conditions, Insurance and Indemnification, Terms and Conditions, and Specifications. Procurement is recommending rejecting sole bid and will rebid at a later date once approval is received.

Thank you for your assistance and consideration in this matter.

TERMS AND CONDITIONS
CITYWIDE ARMORED CAR SERVICES

1. SCOPE

The Procurement Division of the City of Jacksonville, Florida is currently accepting bids to obtain source(s) of supply for the item(s) / service(s) as outlined in the bid documents provided. The purpose of this bid invitation is to obtain information about your firm and its ability to provide these items and to obtain pricing commitments for **Citywide Armored Car Services** as listed in the bid documents.

2. AWARD

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

3. BONDS

BID BOND: A Certified Check or Bond issued to the City of Jacksonville in the amount of $5,000.00 is required with submittal of bid. Failure to comply will be cause for bid rejection.

PERFORMANCE BOND: Only the awarded vendor will be required to submit a Certified Check or Bond issued to the City of Jacksonville in the amount of 5% of the total base bid within ten (10) days from notification of award. Failure to submit performance bond will be grounds for rescission.

4. TERM OF AGREEMENT

The term of this agreement is from date of award through September 30, 2018, with four (4) 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.

5. MINIMUM REQUIREMENTS

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

- **a.** Bidders must have been engaged in the business of performing armored car services for a minimum of thirty-six (36) consecutive months prior to bid opening date.
- **b.** Bidders must provide a copy of the company's Business and Occupational License.
- **c.** Bidders must submit at least three (3) verifiable references showing proof of having satisfactorily performed this type of service for other large companies, within the past five (5) years. Include the name of the company, address, telephone number, contact name, dates of service and a brief description of the work performed.
- **d.** All bidders must provide full descriptions of the vehicles as well as the size of their fleet to be used in the performance of this contract

5. 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).

6. 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 locations as required at any time during the contract period.

7. 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.

8. PRICES

All unit prices shall include labor, supplies, fuel, materials, uniforms, firearms, bonds, licenses, related training, and equipment needed to perform the operation of these services in accordance with the bid documents.

9. DELIVERY

Delivery will be made to various locations as required.

10. PICK UP AND RETURNS

SEE SPECIFICATIONS: Default and Termination. The City or its agencies will determine compliance with bid specifications.

11. 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.

12. 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, 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: City of Jacksonville, General Accounting Division, 117 West Duval Street, Suite 375, Jacksonville, Florida 32202.

13. 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 vendor will be required to submit the copy of insurance certificate within ten (10) days from date of receipt of award notice. Bid number should be listed on certificate.

14. 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.

15. SUPPLIER ACCESSIBILITY

The City or its representatives 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.

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City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

July 18, 2017

50 Schilling Road
Hunt Valley, MD 21031

NOTIFICATION OF FORMAL BID REJECTION

BIDDERS' NAME: Dunbar Armored, Inc.

BID NUMBER: SC-0201-17

NAME OF BID: Citywide Armored Car Services

DATE OPENED: July 12, 2017

REASON FOR REJECTION:

The agency has recommended rejecting all bids. The project will be rebid at a later date.

IF YOU WISH TO PROTEST THE RECOMMENDED REJECTION OF THIS BID, PLEASE RESPOND IN ACCORDANCE WITH THE CITY OF JACKSONVILLE BID PROTEST PROCEDURES. DIRECT ALL PROTEST TO THE RESPECTIVE ANALYST/BUYER, AT SBURAKOWSKI@COJ.NET

ANALYST'S SIGNATURE: _____

STEVEN BURAKOWSKI

Burakowski, Steven

From: Heidi Semple <Heidi.Semple@dunbararmored.com>
Sent: Tuesday, July 18, 2017 12:56 PM
To: Burakowski, Steven
Cc: Freeman, Dustin
Subject: RE: SC-0201-17 CITYWIDE ARMORED CAR SERVICES

Good Afternoon Steven,

Thank you for the notification. We will look forward to receiving the rebid at a later date.

Best Regards,

Heidi Semple
Manager of Bid Administration
Dunbar Armored, Inc.
50 Schilling Road
Hunt Valley, MD 21031
P: (410) 498-3569
F: (410) 229-1921
E: Heidi.Semple@dunbararmored.com
W: www.dunbararmored.com

From: Burakowski, Steven [mailto:SBurakowski@coj.net]
Sent: Tuesday, July 18, 2017 12:52 PM
To: Heidi Semple <Heidi.Semple@dunbararmored.com>
Cc: Freeman, Dustin <DustinF@coj.net>
Subject: SC-0201-17 CITYWIDE ARMORED CAR SERVICES

Please see attached. This project will be rebid at a later date.

Thank you,

Steven Burakowski
Procurement Analyst
City of Jacksonville
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
www.coj.net

Protected by Dunbar Cybersecurity

The information contained in this email may be confidential and/or legally privileged. It has been sent for the sole use of the intended recipient(s). If the reader of this message is not an intended recipient, you are hereby notified that any unauthorized review, use, disclosure, dissemination, distribution, or copying of this communication, or any of its contents, is strictly prohibited. If you have received this communication in error, please contact the sender by reply email and destroy all copies of the original message.

ONE CITY. ONE JACKSONVILLE.

City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

July 18, 2017

1043 Haines Street
Jacksonville, FL 32206

NOTIFICATION OF FORMAL BID REJECTION

BIDDERS' NAME: Garda CL Southeast

BID NUMBER: SC-0201-17

NAME OF BID: Citywide Armored Car Services

DATE OPENED: July 12, 2017

REASON FOR REJECTION:

Vendor is being rejected for making exceptions to the General Conditions, Supplemental Conditions, Insurance and Indemnification, Terms and Conditions, and Specifications. The agency has recommended rejecting all bids. The project will be rebid at a later date.

IF YOU WISH TO PROTEST THE RECOMMENDED REJECTION OF THIS BID, PLEASE RESPOND IN ACCORDANCE WITH THE CITY OF JACKSONVILLE BID PROTEST PROCEDURES. DIRECT ALL PROTEST TO THE RESPECTIVE ANALYST/BUYER, AT SBURAKOWSKI@COJ.NET

ANALYST'S SIGNATURE: _____

STEVEN BURAKOWSKI

Burakowski, Steven

From: Burakowski, Steven
Sent: Tuesday, July 18, 2017 12:56 PM
To: 'mark.brockelman@gardia.com'
Cc: Freeman, Dustin
Subject: SC-0201-17 CITYWIDE ARMORED CAR SERVICES
Attachments: Garda Rejection Letter.pdf

Please see attached. This project will be rebid at a later date.

Thank you,

Steven Burakowski
Procurement Analyst
City of Jacksonville
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
www.coj.net