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SUBJECT: HARDWARE AND LOCK SUPPLIES

BID #: SC-0257-22 **OPEN DATE:** 7/21/2021

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – OCTOBER 1, 2021 THROUGH JUNE 30, 2022 WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PURCHASING DIVISION

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

NUMBER OF BIDS INVITED: 10 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the first renewal option with Mine & Mill Supply Company in the annual not-to-exceed expenditure amount of $90,000.00, including an 8.5% CPI unit price increase. Total revised award amount not-to-exceed $175,000.00. Period of service will be from October 1, 2022 through September 30, 2023 with one (1) one (1) year renewal option remaining.

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

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 work herein. A written notification will be provided in the event the funds are appropriated.

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

ANALYST: _____
DAVID KLAGES

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: GREG PEASE, CHIEF, PROCUREMENT 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 _____

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 W. Pease, Division Chief, Procurement Division

From: David Klages, Purchasing Analyst

Date: September 2, 2022

Subject: SC-0257-22 Citywide Purchase of Office Furniture and Related Products

Recommend approval to utilize the first renewal option with Mine & Mill Supply Company in the annual not-to-exceed expenditure amount of $90,000.00, including an 8.5% CPI unit price increase. Total revised award amount not-to-exceed $175,000.00. Period of service will be from October 1, 2022 through September 30, 2023 with one (1) one (1) year renewal option remaining.

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

Thank you for your assistance and consideration in this matter.

CC: Annette Leslie-Burney
Manager of Purchasing Services, Assistant
Procurement Division

Klages, David

From: Klages, David
Sent: Friday, July 1, 2022 12:43 PM
To: wbartlett@minemill.com
Subject: Contract Renewal 1 for SC-0257-22 Hardware and Lock Supplies
Attachments: SC-0257-22 - GGAC Award.pdf; SC-0257-22.pdf

Good afternoon, Willie. The City of Jacksonville would like to exercise the first of two contract renewal options for **SC-0257-22 Hardware and Lock Supplies** under the same terms and conditions as currently awarded.

If this is acceptable, would you please provide a letter (on your company letterhead) expressing your company's desire to accept the City's offer to exercise the first contract renewal option? An e-mail attachment of the letter will suffice.

Also, would you please provide a copy of your current Certificate of Liability Insurance with the solicitation number on it listing the City of Jacksonville as Additional Insured and with verbiage that waives the underwriter's rights of subrogation in favor of the City per Items B and C on page 18 of the (attached) bid document?

Please feel free to call if you have any questions.

Thank you,

David R. Klages
Purchasing Analyst
City of Jacksonville, Procurement Division
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Phone: (904) 255 – 8813
Email: dklages@coj.net

CITY OF JACKSONVILLE

Mine & Mill Supply Company
2500 South Combee Road / Post Office Box 729
Eaton Park, FL. 33840-0729
Phone 1-800-282-8489 / Fax (863)667-1907

QUOTATION / ORDER REQUEST

ompany: City of JACKSONVILLE
ontact: DAVID KLAGES
hone: 1-904-255-8813
ax: dklages@coj.net

Date Submitted: 8/15/22
Purchase Order # SC-0257-22

ue Date:

Qty	Unit	Description	Part Number	Price	Availability	Notes
		WILL EXCEPT PRICES AT				
		the NEW RATE FOR BENCH				
		THANKS				
		WILLIE Brettell				
		8/15/22				

repared By: Date:

Klages, David

From: William Bartlett <wbartlett@minemill.com>
Sent: Thursday, August 18, 2022 11:35 AM
To: Klages, David
Subject: Re: RENEWAL

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.

YES I WOULD

From: Klages, David <DKlages@coj.net>
Sent: Thursday, August 18, 2022 11:26:11 AM
To: William Bartlett
Subject: RE: RENEWAL

Thank you, Willie. When we were talking about this in July, the CPI rate increase was 9.1%. As of August 10th it dropped to 8.5% (https://www.bls.gov/news.release/cpi.nr0.htm). Are you okay with renewing at 8.5% across the board?

David R. Klages
Purchasing Analyst
City of Jacksonville, Procurement Division
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Phone: (904) 255 – 8813
Email: dklages@coj.net

CITY OF JACKSONVILLE

From: William Bartlett <wbartlett@minemill.com>
Sent: Monday, August 15, 2022 1:27 PM
To: Klages, David <DKlages@coj.net>
Subject: RENEWAL

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.

TERMS AND CONDITIONS

HARDWARE AND LOCK SUPPLIES

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 **Hardware and Lock Supplies** 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 October 1, 2021 through September 30, 2022 with two (2) 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. Supplier shall provide proof of applicable local business license if located within Duval County.

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.

SUBJECT: HARDWARE AND LOCK SUPPLIES

BID #: SC-0257-22 **OPEN DATE:** 7/21/2021

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – OCTOBER 1, 2021 THROUGH JUNE 30, 2022 WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PROCUREMENT DIVISION

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

NUMBER OF BIDS INVITED: 10 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Request approval to increase the award to Mine & Mill Supply Company by $15,000.00 to ensure sufficient funding for the remainder of the initial contract term. Revised initial not-to-exceed award amount will be $85,000.00. Period of service will be from date of award through September 30, 2022 with two (2) one (1) year renewal options.

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

ATTACHMENTS: Recommendation Memo, Previous Award

ANALYST: _____ DAVID KLAGES

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: GREG PEASE, CHIEF, PROCUREMENT DIVISION

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 9/1/2022

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 9/1/2022

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

SUBJECT: HARDWARE AND LOCK SUPPLIES

BID #: SC-0257-22 **OPEN DATE:** 7/21/2021

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – OCTOBER 1, 2021 THROUGH JUNE 30, 2022 WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PURCHASING DIVISION

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

NUMBER OF BIDS INVITED: 10 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to Mine & Mill Supply Company as the only responsive, responsible bidder. Estimated initial expenditure amount not-to-exceed $70,000.00. Period of service will be from October 1, 2021 through September 30, 2022 with two (2) one (1) year renewal options.

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

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2021. 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 work herein. A written notification will be provided in the event the funds are appropriated.

ATTACHMENTS: Recommendation Memo; Bid Tabulation; Addendum 1; Terms & Conditions; Specifications

ANALYST: DAVID KLAGES

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: GREG PEASE, CHIEF, PROCUREMENT DIVISION

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 9/2/2021

OTHER:

ACTION OF AWARDING AUTHORITY DATE 9-3-21

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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