SUBJECT: Fitness Center Membership for City Employees - Rebid

BID #: SC-0476-18 **OPEN DATE:** 5/23/18

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – August 1, 2018 through July 31, 2020 with three (3) one (1) year renewal options

AGENCY: Employee Services

BASIS OF AWARD: All or None, to the lowest responsive, responsible bidder

NUMBER OF BIDS INVITED: 6 **NUMBER RECEIVED:** 3 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the lowest responsive, responsible bidder, Bailey's Gym, Inc., to provide gym memberships to City employees. Period of service is from August 1, 2018 through July 31, 2020 with three (3) one (1) year renewal options. Membership fees to be paid by payroll deduction at the employee's request and as outlined below:

Plan 1 - $19.99
Plan 2 - $29.99

Spouse - $19.00 (both plans)
Dependent (Ages 16-17) $14.99 (both plans)
Employee & Family (up to 5 members) – $87.95(Plan 1) & $97.95 (Plan 2)

* To be executed by formal contract through the Office of General Counsel

Attachments: Recommendation Memo, Tabulation and Terms and Conditions

ANALYST: _____
Annette Burney

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Bob Parr, Chief, Compensation and Benefits, Employee 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 _____

City of Jacksonville, Florida

Lenny Curry, Mayor

Employee Services Department
City Hall, 117 West Duval St., Suite 150
Jacksonville, Florida 32202

ONE CITY. ONE JACKSONVILLE.

MEMORANDUM

To: Annette Leslie-Burney, Purchasing Analyst

From: Bob Parr, Chief, Compensation and Benefits
Mary DiPerna, Manager, Compensation and Benefits

Re: SC-0476-18 Gym & Fitness Center Membership for City Employees

Date: May 31, 2018

We have completed our evaluation and recommend the City enter into a contract with Bailey's Gym. The contract shall be for a (2) two-year period effective August 1, 2018 through July 31, 2020 with (3) three (1) one year renewals.

The City will not subsidize or incentivize this plan and it will be paid for solely by the employees that choose to voluntarily enroll in this plan. For your reference, I have attached a copy of the proposal from Bailey's which outlines the details of each plan as well as the cost.

BID TABULATION SHEET

TITLE: FITNESS CENTER MEMBERSHIP FOR CITY EMPLOYEES - REBID
BID NO.: SC-0476-18
OPEN DATE: MAY 23, 2018 @ 2:00 P.M.
ANALYST: Annette Burney
No. Invited: (6) No. Received (3) No Bids: ( )
Recorded By: Renata Barnett Announcer: Sharon Williams

ITEM	DESCRIPTION	EST. QTY	Bailey's Gym, Inc. EMP RATE	Bailey's Gym, Inc. TOTAL PRICE	Anytime Fitness EMP RATE	Anytime Fitness TOTAL PRICE	YMCA of Florida's First Coast EMP RATE	YMCA of Florida's First Coast TOTAL PRICE
PLAN 1	ACCESS TO ALL LOCATIONS, UNLIMITED CARDIO & WEIGHT EQUIP & 24/7 ACCESS	175	$ 19.99	$ 3,498.25	$ 29.00	$ 5,075.00	$ 29.00	$ 5,075.00
PLAN 2	ACCESS TO ALL LOCATIONS, UNLIMITED CARDIO & WEIGHTS, UNLIMITED GROUP FITNESS CLASSES AND AMENITIES	725	$ 29.99	$ 21,742.75	$ 29.00	$ 21,025.00	$ 29.00	$ 21,025.00
ALTERNATE OR ADDITIONAL AMENITIES								
	GRAND TOTAL (Plans 1 & 2):		$	25,241.00	$	26,100.00	$	26,100.00

OPTIONAL RATES		Bailey's Gym, Inc. Plan 1	Bailey's Gym, Inc. Plan 2	Anytime Fitness Plan 1	Anytime Fitness Plan 2	YMCA of Florida's First Coast Plan 1	YMCA of Florida's First Coast Plan 2
1	SPOUSE	$ 19.99	$ 19.99	$29.00	$29.00	$ 29.00	$ 29.00
2	DEPENDENT (AGES 16-17)	$ 14.99	$ 14.99	$29.00	$29.00	$ 24.00	$ 24.00
3	EMPLOYEE FAMILY (UP TO 5 MEMBERS)	$ 87.95	$ 97.95	$29.00 (per member)	$29.00 (per member)	$ 49.00	$ 49.00
4	# OF GUEST PRIVILEGES	3	6	N/A	N/A	2	2

ADDITIONAL FEES		UOM	Bailey's Gym, Inc. PER USE	Bailey's Gym, Inc. MONTHLY FEE	Anytime Fitness PER USE	Anytime Fitness MONTHLY FEE	YMCA of Florida's First Coast PER USE	YMCA of Florida's First Coast MONTHLY FEE
1	Additional Group Fitness Classes	HR	$5.00	$10.00	$0.00	$0.00	$0.00	
2	Child Care / Play Area	HR	$5.00	$10.00	N/S	N/S	$0.00	
3	Personal Training	HR	$35.00	$125.00	$20.00	$20.00 (per session)	$46.00	
4	Sauna	HR	$0.00	$0.00	N/S	N/S	$0.00	
5	Swim Lessons	HR	N/A	N/A	N/S	N/S	$27.00	
6	Tanning	HR	$ 5.00	$ 10.00	$0.00	$0.00	N/A	
	NOTES:				Minimum Requirement Not Met		No 24-Hr Access	
	TERMS:		30 Days		15 Days/10%		N/S	
	DELIVERY		N/S		N/S		N/S	
	CONFLICT OF INTEREST:		Y		Y		Y	
	ADDENDUM( ):		N/A		N/A		N/A	

TERMS AND CONDITIONS
FITNESS CENTER MEMBERSHIP FOR CITY EMPLOYEES – REBID

1. SCOPE

The Employee Benefits Division of the City of Jacksonville, Florida is currently accepting bids to obtain source(s) of supply for the item(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 fitness center membership for all full-time and part-time employees and retirees of the City of Jacksonville and other agencies 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 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 August 1, 2018 through July 31, 2020, with three (3) one (1) year renewal options. **Vendor must be willing to provide a monthly membership rate guarantee from August 1, 2018 through July 31, 2020.** 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

Vendors should submit evidence documenting the following requirements at the time of bid opening. **Failure to submit any of these requirements may be grounds for rejection:**

A. Vendor must have at least one location in each quadrant of Jacksonville, Florida, i.e., Northside, Westside, Southside, and the Beaches. Please provide:
   a. Complete address of each location.
   b. Telephone number(s) for each location.
   c. Hours of operation for each location.
   d. Website address
   e. List the services that are available by location

B. Vendor and its employees must provide all necessary current licenses in the State of Florida regarding the requirements requested herein.

C. Vendor must submit copies of current valid state and local business licenses.

D. Vendor must provide daycare facilities for at least one (1) site in any quadrant of the City for its members, and provide a schedule of daycare hours at each applicable location. The following items must be included with the bid submission:
   a. Address for location (s) with daycare facilities
   b. Schedule of established daycare hours
   c. Qualifications and licenses of the employees who will be responsible for that area.

E. Vendor must provide posted hours or evidence that at least two (2) gym facilities have 24 hour/7-day access.

F. Vendor must provide the following written documentation at the time of bid opening:

1. Three (3) names of companies using your services that have terminated contracts with your company
2. Three (3) references from companies currently using your services.

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 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.

7. DELIVERY

Services provided shall be as stated in the bid specifications.

8. 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.

9. PRICES

As described in the bid specifications.

10. PICK UP AND RETURNS

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 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 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.