SUBJECT: CARPET REPLACEMENT AT FIRE HEADQUARTERS

BID #: XF-0495-19 **OPEN DATE: 06/12/2019**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
Service Contract – One Time Purchase

AGENCY: FIRE/RESCUE

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

NUMBER OF BIDS INVITED: 8 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval of award to 9680 Contract Carpet, Inc. as the lowest responsive, responsible bidder for the purchase of carpet replacement at Fire Headquarters for the Jacksonville Fire and Rescue Department. Total estimated award not to exceed $65,660.00.

Funding for this award to be encumbered by account FRCP32CFS-069505 FR0053-01, to be executed by purchase order.

Attachments: Recommendation Memo, Tabulation Sheet, Terms and Conditions

Analyst: _____
TARYN MANSER

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: KEITH POWERS, DIRECTOR/FIRE CHIEF

(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 _____

FIRE AND RESCUE DEPARTMENT

June 17, 2019

TO: Taryn Manser, Procurement Buyer

FROM: Keith Powers, Director/Fire Chief

RE: BID XF-0495-19 Carpet Replacement at Fire Headquarters

After review of the bid tabulation sheet, JFRD recommends bidder 9680 Contract Carpet, Inc. the award for the Carpet Replacement at Fire Headquarters.

Total amount to be awarded is $65,660.00

Funding Source: FRCP32CFSFR0053-01-69505

If you have any questions, please contact Cindy Davis at (904) 630-0205.

TITLE: Carpet Replacement at Fire Headquarters BID NO.: XF-0495-19 OPEN DATE: June 12, 2019 at 2:00 P.M. ANALYST: Taryn Manser No. Invited: (8) No. Received (2) No Bids: (0) Recorded By: John Hernandez Announcer: Sokkhar Muon	9680 Contract Carpet, Inc.	The Rose Group, LLC
Description	Extended Total	Extended Total
Fire Headquarters - 1st Floor - 515 Julia Street, Jacksonville, FL 32202	$25,885.00	$37,000.00
Fire Headquarters - 2nd Floor - 515 Julia Street, Jacksonville, FL 32202	$39,775.00	$57,000.00
Total:	$65,660.00	$94,000.00
TERMS:	Not Stated	2% / 5 Days
DELIVERY:	45 Business Days	30 Business Days
CONFLICT OF INTEREST:	Yes	Yes
ACKNOWLEDGMENT OF ADDENDUM (3):	Yes	Yes

TERMS AND CONDITIONS
Carpet Replacement at Fire Headquarters

1. SCOPE

The City of Jacksonville, Jacksonville Fire and Rescue Department (JFRD) 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 item(s)/service(s) and to obtain pricing commitments for Carpet Replacement at Fire Headquarters as listed in the bid documents to include warranty as specified.

2. AWARD

Award will be **ALL or NONE**, whichever is in the best interest of the City, to the lowest responsive, responsible bidder. 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.

3. TERM OF AGREEMENT

One time purchase.

4. PRE-BID CONFERENCE

The **mandatory** pre-bid conference will take place on **Thursday, May 30, 2019 at 9:30am** at 515 N Julia Street, Jacksonville, FL 32202. Attendance is mandatory to be considered for this bid.

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

Jacksonville Fire and Rescue Department, 515 Julia Street, 1st and 2nd Floors, Jacksonville, FL 32202. 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 prices, and unit of measure.

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

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

10. 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.

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 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: 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. 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.

QWS3270X 6/17/2019 11:41 AM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 06/17/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 11:37 AM

FISCAL MO/YEAR : 09 2019 CURRENCY CODE :
INDEX CODE : FRCP32CFS FIRE STATIONS CAPITAL PROJECTS
SUBOBJECT : 069505 DM-OTHER CONSTRUCTION COSTS
PROJECT : FR0053 FIRE STATION CAPITAL MAINTENANCE
PROJECT DETAIL : 01 MISCELLANEOUS IMPROVEMENTS
GRANT :
GRANT DETAIL :
USER CODE :

S	JUNE 2019	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	222,336.58	222,336.58
EXPENDITURES	3,332.96	5,810.33	5,810.33
ENCUMBRANCES	4,140.54	131,047.20	131,047.20
PRE-ENCUMBRANCES	-6,898.50	.00	.00
REMAINING BALANCE	-575.00	85,479.05	85,479.05

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO

G014 - RECORD FOUND