SUBJECT: TYPE 1 PORTLAND CEMENT IN BULK FORM

BID #: SC-0390-21

OPEN DATE: 6/9/2021

GENERAL GOVERNMENT AWARDS COMMITTEE

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

AGENCY: RIGHT OF WAY AND STORMWATER MAINTENANCE DIVISION

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

NUMBER OF BIDS INVITED: 4 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to Suwanee American Cement dba Ash Grove as the lowest responsive, responsible bidder. Term will be one (1) year from date of award with two (2) one (1) year renewal options. Estimated initial expenditure amount not-to-exceed $71,840.52.

Funding will be encumbered from account number 00111.156007.552150.000000.00000000.00000.0000000 and executed by Purchase Order(s).

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

ANALYST: _____
DAVID KLAGES

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: STEVEN D. LONG, JR., P.E., CHIEF, RIGHT OF WAY AND STORMWATER MAINT. 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

Department of Public Works
Right of Way & Stormwater Maintenance Division
609 St. Johns Bluff Road
Jacksonville, FL 32225
(904) 255-4300
www.coj.net

ONE CITY ONE JACKSONVILLE

TO: Gregory W. Pease, Chief
Procurement Division

THRU: John P. Pappas, P.E., Director
Department of Public Works

FROM: Steven D. Long Jr., P.E., Chief
Right of Way & Stormwater Maintenance Division

DATE: June 14th, 2021

SUBJECT: Request to award SC-0390-21: Bulk Portland Type 1 cement deliveries to the Equipment Support silo
Vendor – Suwannee American Cement, dba Ash Grove

Please be advised that the Right of Way & Stormwater Maintenance Division of the Department of Public Works has reviewed the submitted bid tabulation documents for SC-0390-21. We recommend that this contract be awarded to Suwannee American Cement for submitting the lowest responsive bid. No other bids were received for this contract. The estimated annual cost will be $71,840.52. The funds for the initial contract release will be issued from 00111.156007.552150.00000.00000000.00000 utilizing funds from FY21.

Attachments: Bid Tabulation sheet

CC: David Klages, Purchasing Analyst

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BID TABULATION

Title:	Type 1 Portland Cement In Bulk Form			**Suwannee American Cement dba Ash Grove**	
Bid No:	SC-0390-21				
Open Date:	June 9, 2021				
Analyst:	David Klages				
No. Invited:	(4) **No. Received:** ( ) **Other:** ( )				
Recorded By:					
Item #	**Description**	**Estimated Annual Quantity**	**Unit**	**Unit Price**	**Extended Price**
1	Type 1 Portland Cement per Specifications	486	Ton	$147.82	$71,840.52
			TOTAL BID:	**$71,840.52**	
			Terms:	No Discount	
			Delivery:	5 Business Days	
			Signed Bid Form:	Yes	
			Bid Proposal Form:	Yes	
			Conflict of Interest Certificate:	Yes	
			Insurance Agent Acknowledgement Form:	No	

TERMS AND CONDITIONS

TYPE 1 PORTLAND CEMENT IN BULK FORM

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 **TYPE 1 PORTLAND CEMENT IN BULK FORM** 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 one (1) year from date of award 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.

9. **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.

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

TYPE 1 PORTLAND CEMENT IN BULK FORM

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.

Type 1 Portland Cement shall be manufactured by a reputable firm engaged full time in the production of such material. The cement shall meet all requirements of the Florida Department of Transportation Standard Specifications for Road and Bridge Construction (*Section 921, Portland Cement*), 2017 edition (and any addenda issued thereafter), and conform to the information contained in the manufacturer's data sheet.

https://www.fdot.gov/programmanagement/Implemented/SpecBooks/January2017/JANUARY2017BK.shtm

Bidders shall attach the manufacturer's data sheet for the product being offered. Failure to attach the manufacturer's data sheet will result in bid rejection. The City of Jacksonville reserves the right to make the final determination with regards to acceptability. Deviation from the specifications at any time during the contract term shall constitute a default of the contract and shall be grounds for termination of said contract at the City's discretion.

Bulk orders shall be delivered by truck container to 2639 W. 1st Street, Jacksonville, FL 32254 for storage in a weatherproof silo. Any bulk cement delivered in a container which contains damaged, partially set, or lumps of caked cement will be rejected and replaced at no additional cost to the City.

Orders must be delivered between the hours of 8:00 a.m. and 2:30 p.m.