SUBJECT: TEMPORARY DAY LABOR SERVICES

BID #: SC-0367-18 **OPEN DATE:** 2018-01-10

GENERAL GOVERNMENT AWARDS COMMITTEE

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

AGENCY: SOLID WASTE DIVISION

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

NUMBER OF BIDS INVITED: (4) **NUMBER RECEIVED:** (2) **OTHER** (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to reject low bidder Qultek Consultants, Inc due to not having a business located in Jacksonville as required in the bid specifications, and reject other bidder due to pricing submitted exceeds the annual fiscal year funding available, project will be re-bid at a later date to seek more competitively priced bids.

Attachments: Recommendation Memo, Bid Tabulation Sheet, Vendors Rejection Email/Letters, Terms and Conditions, Specifications

ANALYST: _____ **RESPECTFULLY SUBMITTED** _____
For- MARILYN LAIDLER
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Will Williams, Chief, Solid Waste 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
Solid Waste Division
1031 Superior Street
Jacksonville, FL 32254
(904) 255-7500
www.coj.net

ONE CITY. ONE JACKSONVILLE.

TO: Greg Pease, Chief, Procurement Division

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

FROM: Will Williams, Chief, Solid Waste Division

DATE: January 17, 2018

SUBJECT: Recommendation to Reject All Bids
Temporary Day Labor Services
Bid No. SC-0367-18
Bid Date: January 10, 2018
Funding Source: PWSW441CORC 04938

The Solid Waste Division has reviewed and tabulated the two (2) bids were received on the referenced project for accuracy and compliance with the contract documents. The low bid by Qultek Consultants, Inc. does not currently have a business located in Jacksonville as indicated in the bid specifications. The second low bid by HVI Staffing, Inc., DBA Staff Zone, exceeds the annual fiscal year funding for Temporary Labor.

We therefore recommend that all bids for SC-0367-18 Temporary Day Labor Services be rejected at this time. We will rebid the project to seek more competitively priced bids.

cc: File

ab

TITLE: TEMPORARY DAY LABOR SERVICES

BID NO. SC-0367-18 (SOLID WASTE)

OPEN DATE: JANUARY 10, 2018 @ 2:00 PM

BUYER: MARILYN LAIDLER, PURCHASING ANALYST

No. Invited: (4) No. Received (2) No Bids: (0)

ITEM	DESCRIPTION	EST. QTY. UNIT	HVI STAFFING, INC., DBA STAFF ZONE		QULTEK CONSULTANTS INC.	
			UNIT PRICE	EXTENDED TOTAL	UNIT PRICE	EXTENDED TOTAL
	TEMPORARY DAY LABOR SERVICES: DAY LABOR WORKERS FOR SOLID WASTE COLLECTION DUTIES- PER HOURLY RATE	20,000	$	$	$	$
	GRAND TOTAL		$		$	
	CONFLICT OF INTEREST:		YES		YES	
	TERMS:		NET 30		NET OR 1% DISCOUNT 30 DAYS	
	DELIVERY:		NOT STATED		10 BUSINESS DAYS	
	ADDENDUM(S) (1)		NOT INCLUDED		NOT INCLUDED	

Laidler, Marilyn

From: Tariq Khurshid <tkhurshid@aol.com>
Sent: Tuesday, January 16, 2018 12:12 PM
To: Laidler, Marilyn
Cc: Brookins, Nickii
Subject: Re: Additional Clarification Questions- SC-0367-18 Temporary Day Labor Solid Waste Services

Hi Marilyn,

We can provide all requested info except Qultek does not have an operating office within Duval County prior to October, 1, 2014. Qultek office is in Broward County since 2007.

Thanks,

Tariq Khurshid
Qultek Consultants Inc
www.Qultek.com
954-675-5681

-----Original Message-----
From: Laidler, Marilyn <MLaidler@coj.net>
To: tkhurshid <tkhurshid@aol.com>
Cc: Brookins, Nickii <NBrookin@coj.net>
Sent: Tue, Jan 16, 2018 10:55 am
Subject: Additional Clarification Questions- SC-0367-18 Temporary Day Labor Solid Waste Services

Hello,
Below are some additional questions that we need to complete the review of your bid submission, please respond **by Wednesday, January 17, 2018 at 12:00 pm**.

- Provide a copy of the company's Business and Occupational License, operating with a business bookkeeping system outside of personal checking accounts.
- The firm shall provide all bonds as required and evidence of Liability Insurance and Workmen's Compensation coverage with the bid proposal.
- Bidder must have an operating office within Duval County prior to October 1, 2014.
- Provide a properly zoned business address and maintain an active local phone number and fax. Fax machine must be accessible at all hour for receipt of any written communications. Please submit this information on the Bid Form in the appropriate area.

Marilyn Laidler, Purchasing Analyst
Finance and Administration/Procurement Division
214 N. Hogan Street, 8th Floor
Phone (904) 255-8804

Laidler, Marilyn

From:	Laidler, Marilyn
Sent:	Thursday, February 01, 2018 9:58 AM
To:	tkhurshid@aol.com
Cc:	Laidler, Marilyn
Subject:	Bid Rejection Letter for SC-0367-18 Temporary Day Labor Services
Attachments:	QULTEK BID REJECTION LETTER.pdf

Hello,
Attached please find the bid rejection letter for above referenced project and this email will serve as notification of receipt. Thanks

Marilyn Laidler, Purchasing Analyst
Finance and Administration/Procurement Division
214 N. Hogan Street, 8th Floor
Phone (904) 255-8804
Fax (904) 255-8837
Rightfax (904)630-8288
Email: mlaidler@coj.net

CITY OF JACKSONVILLE

****** Please note that under Florida's very broad public records law, email communications to and from city officials are subject to public disclosure. ******

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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

NOTIFICATION OF RECOMMENDED BID REJECTION

February 1, 2018

Qultek Consultants, Inc.
2200 N. Commerce #200
Weston, FL 33326

BID# SC-0367-18 **DATE OPENED: January 10, 2018**

REASON FOR RECOMMENDED REJECTION:

Qultek Consultants, Inc is being rejected for not having a business located in Jacksonville, as indicated in the bid specifications, therefore all bids are being rejected and project will be re-bid at later date with revised specs.

IF YOU WISH TO PROTEST THE RECOMMENDED REJECTION/RECISSION OF THIS BID, PLEASE RESPOND IN ACCORDANCE WITH THE CITY OF JACKSONVILLE BID PROTEST PROCEDURES. THIS ACTION IS SCHEDULED FOR THE GENERAL GOVERNMENT AWARDS COMMITTEE MEETING ON THURSDAY, **02/08/18** AT 1:00 PM. DIRECT ALL PROTEST TO THE RESPECTIVE BUYER/ANALYST, FACSIMILE NUMBER (904) 255-8837.

BUYER'S SIGNATURE: Marilyn Fradler

Laidler, Marilyn

From:	Laidler, Marilyn
Sent:	Thursday, February 01, 2018 9:59 AM
To:	cdeluca@thestaffzone.com
Cc:	Laidler, Marilyn
Subject:	Bid Rejection for SC-0367-18 Temporary Day Labor Services
Attachments:	HVI STAFFING DBA STAFFZONE BID REJECTION LETTER.pdf

Hello,
Attached please find the bid rejection letter for above referenced project and this email will serve as notification of receipt. Thanks

Marilyn Laidler, Purchasing Analyst
Finance and Administration/Procurement Division
214 N. Hogan Street, 8th Floor
Phone (904) 255-8804
Fax (904) 255-8837
Rightfax (904)630-8288
Email: mlaidler@coj.net

CITY OF JACKSONVILLE

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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

NOTIFICATION OF RECOMMENDED BID REJECTION

February 1, 2018

HVI Staffing, Inc dba StaffZone
2800 N. Main Street
Jacksonville, FL 32206

BID# SC-0367-18 **DATE OPENED: January 10, 2018**

REASON FOR RECOMMENDED REJECTION:

HVI Staffing, Inc dba StaffZone pricing exceeds the annual expenditure amount available, therefore all bids are being rejected and project will be re-bid at later date with revised specs.

IF YOU WISH TO PROTEST THE RECOMMENDED REJECTION/RECISSION OF THIS BID, PLEASE RESPOND IN ACCORDANCE WITH THE CITY OF JACKSONVILLE BID PROTEST PROCEDURES. THIS ACTION IS SCHEDULED FOR THE GENERAL GOVERNMENT AWARDS COMMITTEE MEETING ON THURSDAY, **02/08/18** AT 1:00 PM. DIRECT ALL PROTEST TO THE RESPECTIVE BUYER/ANALYST, FACSIMILE NUMBER (904) 255-8837.

BUYER'S SIGNATURE: Marilyn Faidley

TERMS AND CONDITIONS
TEMPORARY DAY LABOR SERVICES

1. SCOPE

The **Solid Waste 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 item(s) / service(s) and to obtain pricing commitments **for Temporary Day Labor 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 to be considered for award. **ALL** awards are subject to the availability of funds.

The Contractor furnishing personnel under the "Temporary Day Labor Services Contract" must have and maintain a current and valid State of Florida License throughout the contract.

The Contractor must meet the minimum requirements listed in the specifications under Section 1.4.

3. TERM OF AGREEMENT

The term of this agreement is 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 adherence to the terms and conditions set forth in the bid documents.

4. PRE-BID CONFERENCE

Not applicable.

5. 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.

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).

SPECIFICATIONS

Temporary Day Labor Services

Section 1.0 - General Specifications

1.1 Scope

The BIDDER shall furnish temporary labor to the Owner (City of Jacksonville, Florida) on an as needed and when requested basis in strict accordance with the terms and provisions of this specification. The Contractor shall have a proven track record providing temporary labor for Solid Waste Collecting.

1.2 Contract Description

The "complete" labor contract shall be comprised of a contract which shall here forth be referred to as the "Temporary Day Labor Services Contract." Temporary labor furnished to the City of Jacksonville will fall under this contract.

The type of labor to be furnished under the "Temporary Day labor Services Contract" shall be Solid Waste Worker I (Refer to Appendix A).

1.3 Contract Duration

The contract to furnish temporary day labor shall be valid from one (1) year from date of award with two (2) one (1) year renewal options upon mutual consent. A Blanket Order will be issued to the awarded Contractor.

1.4 Minimum Award Requirements

This contract shall be awarded **ALL-OR-NONE** to the lowest responsive, responsible bidder, which meets and provides all of the following criteria:

- Provide at least three (3) verifiable references of services related to this bid.
- Bidder must provide a list of contract held for the previous twenty-four months, including company name, address, and telephone number.
- Bidder must have been in business for a minimum of thirty-six (36) months and engages in the business of providing temporary day labor services as described in the bid specification for a minimum of twenty (20) months prior to bid opening date.
- Provide a copy of the company's Business and Occupational License, operating with a business bookkeeping system outside of personal checking accounts.
- Bidder must possess an established Federal Employer Identification Number and list the number on the Bid Form in the appropriate area.

- The firm shall provide all bonds as requires and evidence of Liability Insurance and Workmen's Compensation coverage with the bid proposal.
- Bidder must have an operating office within Duval County prior to October 1, 2014.
- Provide a properly zoned business address and maintain an active local phone number and fax. Fax machine must be accessible at all hour for receipt of any written communications. Please submit this information on the Bid Form in the appropriate area.

1.5 Task Completion Incentive

As an incentive to complete the daily route in an efficient manner, the City of Jacksonville Solid Waste Division offers 7.5 hours per day minimum, task completion incentive. If the daily route/work assignment is completed in less than 7.5 hours the City will compensate the contractor's employee for the full 7.5 hour for that day.

Section 2.0 – Specific Requirements

2.1 Contractor's Employees

The Contractor shall provide the personnel in the numbers required by the Owner to perform assigned tasks and work on a standard and /or overtime basis as determined by the Owner. The people furnished, as temporary labor, shall hereforth be referred to as "Contractor's Personnel" and shall work under the work guidance of the Owner.

The Owner shall utilize contractor's personnel to supplement his existing permanent work force, when needed, in order to more effectively carry out the daily business requirements of the Owner's organization. Contractor's personnel shall be utilized to assist the Owner during day-to-day operations.

2.2 Owner's Organizational Structure

The Owner's organization (City of Jacksonville, Florida) is divided into departments, which are further subdivided into smaller entities known as "divisions". Each division operates somewhat independently within the Owner's organization performing a distinct function and is under the direct supervision of supervisors, General Supervisors and Division Chief.

2.3 Job Classification List

The job classification list is a listing of all position in the Owner's organization which may be filled by a Contractor's personnel should a need occur.