3

SUBJECT: RECYCLING SERVICES FOR VARIOUS LOCATIONS - REBID

BID #: SC-0351-21

OPEN DATE: 2021-03-24

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – APRIL 9, 2021, THROUGH APRIL 8, 2022 WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUBLIC BUILDINGS

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

NUMBER OF BIDS INVITED: 7 NUMBER RECEIVED: 1 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
The subject bid was issued informally and awarded on April 9, 2021, to Kelco Recycling, Inc. in the amount of $58,800.00. The subject bid was amended on May 3, 2021, by adding the Southeast Branch Library as an additional location with services beginning May 2021.

Recommend approval to utilize the first renewal option to Kelco Recycling, Inc. in the annual expenditure amount of $62,000.00. The period of service will be from April 9, 2022, through April 8, 2023, with three (3) one (1) year renewal options remaining. Total revised award amount not-to-exceed $121,200.00.

Funding shall be encumbered by purchase order releases against the purchase order agreement, dependent on funding.

ATTACHMENTS: Recommendation Memo, Vendor Letter, Insurance Certificate, Previous Awards

ANALYST: _____
BRYAN MATUS

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: ROY BIRBAL, CHIEF, PUBLIC BUILDINGS 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
Public Buildings Division
555 W. 44th Street
Jacksonville, FL 32208
(904) 255-4343
www.coj.net

ONE CITY. ONE JACKSONVILLE.

March 10, 2022

MEMORANDUM

TO: Gregory W. Pease, Chief Procurement Division

THRU: John P. Pappas, P.E., Director

FROM: Roy Birbal, Chief

SUBJECT: SC-0351-21 – Kelco Recycling, Inc. – Request for First Renewal

The Public Buildings Division recommends approval to utilize the first of four 1-year renewal options with Kelco Recycling, Inc. to continue recycling services at various locations for the period of 4/9/2022 through 4/8/2023.

The estimated annual expenditure will be $62,000.00 with a revised maximum indebtedness of $121,200.00.

Funding will be encumbered by purchase order releases against the Purchase Order Agreement dependent on funding, the appropriate account and fiscal year.

Your assistance in concurring with this recommendation would be appreciated. If you have questions or need additional information regarding this request, please contact David Smith at 255-4340.

Attachments: Suppliers Letter to Renew
Last Award Copy
Certificate of Insurance

cc: Steve Schlessinger, Public Works Contracts & Finance Manager
Bryan Matus, Purchasing Analyst
David Smith, Contract Administration Coordinator

KELCO
RECYCLING

Serving North Florida
(904) 254-1968

3/10/2022

City of Jacksonville
Attn: David Smith
Public Buildings Division
555 W. 44th St.
Jacksonville, FL 32208

Re: Bid #SC0351-21

At the time, it is Kelco Recycling's wish to renew the public buildings recycling contract for the next year on BID #SC0351-21, running from 4/9/2022 through 4/8/2023. We are requesting to keep the contract the same and concurrent with the current contract, with no changes on our end. If you need anything else, please contact me below.

Michael Kelcourse
President
Kelco Recycling, Inc.
904-254-1968
mike@kelcorecycling.com

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 08/11/2021

APPROVED
By Itzel Ehrman at 4:54 pm, Aug 13, 2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Kelly White & Associates Insurance, LLC
P.O. Box 350909
Jacksonville FL 32235

CONTACT NAME: Crystal Pounders
PHONE (A/C, No, Ext): 904-880-8881 FAX (A/C, No):
E-MAIL ADDRESS: crystal@kwhiteinsurance.com

INSURER(S) AFFORDING COVERAGE	✓ NAIC #
INSURER A : Western World Insurance Company	13196
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Kelco Recycling, Inc.
1824 Buckman St.
Jacksonville FL 32206

COVERAGES CERTIFICATE NUMBER: KELC21081114341577 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A ✓	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC OTHER:	X	X	NPP8816701	07/29/2021	07/29/2022	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ Included
								$
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					PER STATUTE OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

✓ Ref: Bid # SC-0351-21 Recycling Services
City of Jacksonville, its members, officials, officers, employees and agents are named as additional insured on General Liability. Coverages are Primary and Non-Contributory on General Liability. Waiver of Subrogation in favor of the City of Jacksonville, its members, officials, officers, employees and agents applies to General Liability. 30 day notice of cancellation to the City of Jacksonville, its members, officials, officers, employees and agents applies on General Liability.

CERTIFICATE HOLDER
CITY OF JACKSONVILLE
117 W. DUVAL STREET
STE 335
JACKSONVILLE FL 32202

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Kelly White

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 08/11/2021

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APPROVED
By Itzel Ehrman at 4:54 pm, Aug 13, 2021

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER

StateFarm

Connie Doyle
14158 Marsh Woods Court
Jacksonville, FL 32224

CONTACT NAME: Patti Nottingham
PHONE (A/C, No, Ext): 904-223-0035 FAX (A/C, No): 904-223-9731
E-MAIL ADDRESS: patti@conniemdoyle.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : State Farm Mutual Automobile Insurance Company	25178
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED

Kelco Recycling Inc
10 10th St Apt 21
Atlantic Beach, FL 32233

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	CLAIMS-MADE / OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	POLICY / PRO-JECT / LOC						PRODUCTS - COMP/OP AGG	$
	OTHER:							$
X	AUTOMOBILE LIABILITY			J84 7738-A20-59	07/20/2021	01/20/2022	COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$ 1,000,000
	OWNED AUTOS ONLY / SCHEDULED AUTOS (X)						BODILY INJURY (Per accident)	$ 1,000,000
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$ 1,000,000
								$
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED / RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

2013 Freightliner M2 VIN: 1FVACXDT1DHFE1478
bid # SC-0351-21 RECYCLING SERVICES
· City of Jacksonville, its members, officials, officers, employees and agents are named as additional insured on Automobile Liability. · Coverages are Primary and Non-Contributory on Auto Liability. · Waiver of Subrogation in favor of the City of Jacksonville, its members, officials, officers, employees and agents applies to Auto Liability. · 30 day notice of cancellation to the City of Jacksonville, its members, officials, officers, employees and agents applies on Auto Liability.

CERTIFICATE HOLDER

City of Jacksonville
117 W Duval Street Ste 335
Jacksonville, FL 32202

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Completed by an authorized State Farm representative. If signature is required, please contact a State Farm agent.

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Kelco Recycling, Inc.
1824 Buckman St.
Jacksonville, FL 32206
904-254-1968
mikc@kelcorecycling.com

8/11/2021

City of Jacksonville
117 W Duval St, # 335
Jacksonville, FL 32202

This is to certify that ***Kelco Recycling, Inc.*** is exempt from purchasing Workers Compensation insurance under the Florida Statue 440.

Michael J Kelcourse, President

ADMINISTRATIVE AWARD
BID No.: SC-0351-21
AMENDMENT No. 1

DESCRIPTION OF GOODS/SERVICES:
Recommend approval to amend and increase the award with Kelco Recycling, Inc. by adding Southeast Branch Library (# 0351) with service beginning in May 2021 with monthly cost $80.00 and funding for the remainder of FY21. The revised FY21 annual expenditure will be $29,800.00 with revised maximum indebtedness of $59,200.00.

FUNDING SOURCE: Encumbered by releases against the Purchase Order Agreement dependent on funding, the appropriate account and fiscal year.

FOR AGENCY/DEPARTMENT: Public Buildings Division

REQUISITION NUMBER: PWPB-503756-21

NUMBER FIRMS SOLICITED: 7 **NUMBER FIRMS BIDDING:** 1

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION: N/A

RECOMMEND AWARD TO: Kelco Recycling, Inc.

CONCURRENCE BY: Roy Birbal, Chief – Public Buildings Division

PRICE: $59,200.00 **TERMS:** Net 30

REASON FOR NOT ACCEPTING LOW BID: N/A

Renata Barnett
Renata Barnett, Buyer
5/3/21
Date

Marilyn Laird
Asst Manager of Purchasing Services
5/3/21
Date

APPROVAL:

Gregory Pease, Chief, Procurement Division
5/4/21
Date

ADMINISTRATIVE AWARD
BID No.: SC-0351-21

DESCRIPTION OF GOODS/SERVICES: Recommend approval of award to Kelco Recycling, Inc. as the lowest responsive, responsible bidder for Recycling Services for Various Locations-Rebid in the maximum indebtedness amount of $58,800.00. Period of Service will be one year from date of award, with four (4) one (1) year renewal options.

Funding for this award to be encumbered by account: Various Accounts

FOR AGENCY/DEPARTMENT: Public Buildings Division

REQUISITION NUMBERS: PWPB-502789-21

NUMBER FIRMS SOLICITED: 7 **NUMBER FIRMS BIDDING:** 1

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION: N/A

RECOMMEND AWARD TO: Kelco Recycling, Inc.

CONCURRENCE BY: Roy Birbal, Chief – Public Buildings Division

PRICE: $58,800.00 **TERMS:** NET 30

REASON FOR NOT ACCEPTING LOW BID: N/A

Buyer

4/1/21
Date

Marilyn Raudler
Asst. Manager of Purchasing Services

4/1/21
Date

APPROVAL/DISAPPROVAL:

Gregory Pease, Chief, Procurement Division

4/9/21
Date