SUBJECT: SIGN BLANKS

BID #: SC-0425-19

OPEN DATE: 2019-03-29

GENERAL GOVERNMENT AWARDS COMMITTEE

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

AGENCY: TRAFFIC ENGINEERING

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

NUMBER OF BIDS INVITED: (11) **NUMBER RECEIVED:** (3) **OTHER** (1)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Subject bid was awarded administratively on 05/06/19 to Universal Signs and Accessories/McCain Sales of Florida, in the amount of $25,000.00; Award approved for increase in the amount of $50,000.00 on 11/14/19.

Recommend approval of award to utilize the first renewal option with Universal Signs and Accessories/McCain Sales of Florida, in the annual amount of $75,000.00, and correct Line Item #28 to $10.80, Period of Service will be from May 6, 2020 through May 5, 2021, with one (1) one (1) year renewal option remaining. Total revised award expenditure amount not-to-exceed $150,000.00.

This award is to be funded by account(s): 00111.158001.552160.000000.00000000.00000.0000000 to be executed by Purchase Order.

Attachments: Recommendation Memo, Vendor Letter, Previous Award(s)

ANALYST: _____
DAVID KLAGES for
MARILYN LAIDLER

RESPECTFULLY SUBMITTED _____
for - GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Christopher W. LeDew, Chief, Traffic Engineering Division

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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

Department of Public Works
Traffic Engineering Division
1007 Superior Street
Jacksonville, FL 32254
(904) 255-7533
www.coj.net

ONE CITY. ONE JACKSONVILLE.

MEMORANDUM **April 16, 2020**

TO: **Gregory W. Pease**
Chief of Procurement

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

FROM: **Christopher W. LeDew, P.W., Chief**

SUBJECT: **Sign Blank**
Increase Award
Bid No.: **SC-0425-19**
Bid Date: **March 29, 2019**
Internal Services Account No: **00111.158001**

The Department of Public Works, Traffic Engineering Division, would like to utilize the first renewal option and increase the above award issued to Universal Signs & Accessories/McCain Sales of Florida (MB9A07936) for continued supplies. Funds will be primarily used from other operating supplies (00111.158001.552160.000000.00000000.00000.0000000). Renewal period is May 6, 2020 through May 5, 2021.

The Supplier would like to keep all pricing at the current level with one exception. At the time of the bid, Line Item #28 was misquoted at $0.89. We would like to recommend we honor their request to raise the price to the correct amount of $10.80.

The current amount of this award is $75,000. We would like to increase this award by $75,000. The new amount of this award will be $150,000.

CWL/fcd

Attachments

cc: Ann Brackin, PW Contracts & Finance Manager

"A Florida Manufacturer"

March 19,2020

Mr. Eugene Brown

Traffic operations Supply Supervisor

1007 Superior Street-Warehouse

City of Jacksonville/ Public Works

Eugene,

This letter is in response to your request whether Universal Signs and Accessories is interested in renewing it's Sign Blanks Contract (SC-0425-19) for another year.

We would certainly be willing to do that, at the same price with one exception. Line item #28. Our listed price is .89, which is based on the square footage pricing for the rest of the contract, is completely out of line and obviously a mistake. It reads on our documents, from the original bid, as 4" x 12" not 4' x 12" as shown on the last renewal. This issue was brought to the attention of the City Purchasing Department at that time and we were told no adjustment could be made until the next renewal date. The correct price based on the rest of the contract would be $10.80.

If this meets with the City's approval, we would like to continue our relationship with the City of Jacksonville. Please advise as how you would like to proceed.

Thank you for your consideration on this matter.

Sincerely,

Pete Wells

Director of Sales-Signing & Marking

Universal Signs & Accessories

3001 Orange Ave.

Fort Pierce, Florida 34947

(o) 772-461-0665 © 772-216-6035

pwells@universalsignsfl.com

SUBJECT: SIGN BLANKS

BID #: SC-0425-19

OPEN DATE: 2019-03-29

GENERAL GOVERNMENT AWARDS COMMITTEE

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

AGENCY: TRAFFIC ENGINEERING

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

NUMBER OF BIDS INVITED: (11) **NUMBER RECEIVED:** (3) **OTHER** (1)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject bid was awarded administratively on 05/06/19 to Universal Signs and Accessories/McCain Sales of Florida, in the amount of $25,000.00

Recommend approval to increase award to Universal Signs and Accessories/McCain Sales of Florida, in the amount of $50,000.00, for a revised estimated expenditure amount not-to-exceed $75,000.00.

This award is to be funded by various account(s) to be executed by Purchase Order.

Attachments: Recommendation Memo, Previous Award(s)

ANALYST: Marilyn Laidler
MARILYN LAIDLER

RESPECTFULLY SUBMITTED
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Christopher W. LeDew, Chief, Traffic Engineering Division

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 11-14-19

OTHER:

ACTION OF AWARDING AUTHORITY DATE 11/14/19

APPROVED ✓ BH DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No: 2019-02

City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Traffic Engineering Division
1007 Superior Street
Jacksonville, FL 32254
(904) 255-7533
www.coj.net

ONE CITY. ONE JACKSONVILLE.

MEMORANDUM

November 6, 2019

TO: Gregory W. Pease
Chief of Procurement

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

FROM: Christopher W. LeDew, P.W., Chief

SUBJECT: Sign Blank
Increase Award
Bid No.: SC-0425-19
Bid Date: March 29, 2019
Internal Services Account No: PWTE011

The Department of Public Works, Traffic Engineering Division, would like to increase the above award issued to Universal Signs & Accessories/McCain Sales of Florida (MB9A07936) for continued supplies.

The current amount of this award is $25,000. We would like to increase this award by $50,000. The new amount of this award will be $75,000.

CWL/fcd

Attachments: Award Approved 5/6/2019

cc: Ann Brackin, PW Contracts & Finance Manager

ab

ADMINISTRATIVE AWARD
SC-0425-19

DESCRIPTION OF GOODS/SERVICES: Recommend approval of award to Universal Signs and Accessories/McCain Sales of Florida for Sign Blanks. Period of service is one (1) year from date of award with two (2) one (1) year renewal options. To be executed by Blanket Order. Total estimated expenditures not to exceed $25,000.00.

FUNDING SOURCE: This award is to be funded by account: PWTE011-05216; PW0057-01; PW0381-03 to be encumbered using releases against a master blanket order.

FOR AGENCY/DEPARTMENT: PUBLIC WORKS/TRAFFIC ENGINEERING DIVISION

REQUISITION NUMBERS: N/A

NUMBER FIRMS SOLICITED: 11 **NUMBER FIRMS BIDDING:** 3

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION:

RECOMMEND AWARD TO: Universal Signs and Accessories/McCain Sales of Florida

CONCURRENCE BY: John P. Pappas, P.E. Director, Public Works Division

PRICE: $25,000.00 **TERMS:** NET 30

REASON FOR NOT ACCEPTING LOW BID:

Buyer

5/3/2019
Date

Asst. Manager Purchasing Services

06MAR2019
Date

APPROVAL:

Gregory Pease, Chief Procurement Division

5/6/19
Date

Rev05/01/2019