SUBJECT: JOB ORDER CONTRACTING FOR VARIOUS CITY OWNED FACILITIES

BID #: CP-0156-18 **OPEN DATE:** 5/23/18

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: CONSTRUCTION PARTICIPATION – TWO (2) YEARS FROM DATE OF EXECUTED CONTRACT WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUBLIC BUILDINGS DIVISION

BASIS OF AWARD: LOWEST RESPONSIVE, RESPONSIBLE BIDDER- TOTAL COMPOSITE BID COEFFICIENT (A & B)

NUMBER OF BIDS INVITED: 7 **NUMBER RECEIVED: 3** **OTHER: 1**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the lowest responsive, responsible bidder submitting the lowest total composite bid coefficient for A & B, Warden Construction Corporation DBA Warden Contracting Corporation. Period of service will be for two (2) years from date of executed contract with three (3) one (1) year renewal options. Total expenditure amount is $2,000,000.00.

*Funding will be encumbered through various accounts, on an as-needed basis.

Attachments: Recommendation Memo, Tabulation, Basis of Awards and Scope of Work

Analyst: _____
Annette Burney

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: John P. Pappas, Director, Public Works Department

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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
Public Buildings Division
555 W. 44th Street
Jacksonville, FL 32208
(904) 630-5401
www.coj.net

ONE CITY. ONE JACKSONVILLE

DATE: **May 30, 2018**

TO: **Gregory W. Pease, Chief**
Procurement Division

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

FROM: **Roy Birbal, CFM, Chief**

SUBJECT: **CP-0156-18 Job Order Contracting for Various City Owned Facilities**

In response to the solicitation for bids to provide Job Order Contracting Services for Various City Owned Facilities, the Procurement Division received three (3) responses on May 23,, 2018, and forwarded the result to the Public Buildings Division to review for a recommendation of award. Warden Construction dba Warden Contracting submitted the lowest Total Composite Bid Coefficient (A+B) in the amount of 0.910, and is therefore the lowest responsive, responsible bidder.

Accordingly, Public Buildings recommends that this bid be awarded to Warden Construction dba Warden Contracting, 3653 Regent Boulevard, Suite 201, Jacksonville, Florida 32224, in accordance with the attached bid documents, in the contract amount of $2,000,000.00. However, no funds shall be encumbered as a result of this award. Rather, funding shall be encumbered by the issuance of releases against a master blanket order from various accounts dependent upon the building being serviced. The term of this contract is two years from the execution date of the original contract with the option for three (3) one year renewals.

Public Buildings has confirmed through www.myfloridalicense.com the appropriate licenses for this contractor and listed subcontractors, as applicable.

Your assistance in concurring with this recommendation for the respective award would be appreciated. If you have any questions or need additional information regarding this request, please contact Roy Birbal at 255-4330.

RB/ml

Attachments: Bid Tabulation - Vendor Bid

cc: Ann Brackin, Public Works Contracts and Finance Manager
Jim Lange, Contract Administration Coordinator
Marilyn Laidler, Purchasing Analyst

ab

Department of Finance and Administration
Procurement Division

CITY OF JACKSONVILLE

May 29, 2018

To: Gregory A. Pease, Chief
Procurement Division

From: Maurice Martinez, Business Compliance Officer
Jacksonville Small & Emerging Business Office

Re: **CP-0156-18 - Job Order Contracting For Various City Owned Facilities**

The Jacksonville Small & Emerging Business (JSEB) Office has reviewed the low bidder/proposer for compliance with the JSEB program. Based upon the review of the JSEB schedule of work, the letters of intent, and the areas of certification, the lowest responsive bidder/proposer, **Warden Construction Company DBA Warden Contracting Corporation** with a total composite bid coefficient of **0.91**, has provided documentation of the JSEB subcontractors (see attached Form 1) that will participate on this project.

Due to the nature of this bid, a subcontractor's dollar amount could not be confirmed. However, **Warden Contracting Corporation** will be contractually obligated to meet the **25%** minimum JSEB participation goal.

Therefore, it is paramount that **Warden Contracting Corporation** submits the Form 3 document with each pay request to ensure **Warden Contracting Corporation** is receiving credit for every payment to a JSEB subcontractor. The Form 3 should include the total amount for each purchase order and the cumulative amount, which is the running total of all purchase orders on this contract for the life of the contract.

Furthermore, according to contract documents, specifically, Section 3, part D - Contract Expiration states, "Upon satisfactory completion by CONTACTOR of initial two (2) year period, this contract may be extended up to three (3) additional one(1) year periods, at the same contract terms and conditions, upon mutual agreement by both the Contractor and the City." At the time of renewal if **Warden Contracting Corporation** has not met the contractually obligated participation goal this could be considered as unsatisfactorily completion of the contract which could provide a reason not to extend the contract for any additional renewal periods.

Our review efforts are documented and available upon request. Please let us know if you have any questions or concerns regarding this matter. I can be reached at (904) 255-8167.

MR/mm

cc: Marilyn Laidler

Attachments: Warden Contracting Corporation's Form 1

MANDATORY PRE-BID CONFERENCE: MAY 7, 2018

TITLE: JOB ORDER CONTRACTING FOR VARIOUS CITY OWNED FACILITIES

BID NO. CP-0156-18

OPEN DATE: MAY 23, 2018 @ 2:00 PM

BUYER: MARILYN LAIDLER

No. Invited: (7) No. Received (3) No Bids: (1)

ITEM	DESCRIPTION	WEIGHT	ONAS CORPORATION		C C BORDEN CONSTRUCTION INC		WARDEN CONSTRUCTION CORPORATION DBA WARDEN CONTRACTING CORPORATION	
	BID COEFFICIENT "A" (STANDARD WORK HOURS) (STANDARD WORK HOURS ARE 6:00 AM - 6:00 PM MONDAY THRU FRIDAY EXECPT CITY HOLIDAYS)	0.80	1.20	0.96	274.00	219.20	0.904	0.72
	BID COEFFICIENT "B" (NON-STANDARD WORK HOURS) (NON-STANDARD WORK HOURS ARE ANY TIME OTHER THAN STANDARD WORK HOURS)	0.20	1.30	0.26	1171.35	234.27	0.934	0.19
	TOTAL COMPOSITE BID COEFFICIENT (A+B)			1.22		453.47		0.91
	CONFLICT OF INTEREST:		YES		YES		YES	
	JSEB PARTICIPATION:		YES		YES		YES	
	LICENSED SUBS:		YES		N/A		N/A	
	BID BOND/SECURITY:		LETTER SUBMITTED FROM BOND COMPANY		YES		YES	
	ADDENDUMS (1,2,3) ACKNOWLEDGED:		YES		YES		YES	

JOB ORDER CONTRACTING FOR VARIOUS CITY OWNED FACILITIES
SECTION 3
PROPOSAL

PROJECT NO.

BID NO.: CP-0156-18

BID DATE: May 23, 2018
2:00 P.M.

TO: THE CITY OF JACKSONVILLE, FLORIDA

FROM: _____

In accordance with the Invitation to Bid to perform Job Order Contracting for Various City Owned Facilities for the City of Jacksonville, Florida, subject to the Specifications, Standard Specifications and Details, Addenda thereto, if any, all of which are made a part of this Proposal, the undersigned proposes to perform Job Order Contracting For Various City Owned Facilities at the Bid Coefficients as follows:

BID COEFFICIENT "A" {STANDARD WORK HOURS: _____
(Standard Work Hours are 6:00 AM -6:00 PM Monday through Friday except City Holidays)

BID COEFFICIENT "B" (NON-STANDARD WORK HOURS: _____
(Non-Standard Work Hours are any time other than Standard Work Hours)

A. PROPOSAL SCHEDULE

A Bidder must provide a Bid Coefficient on each line item listed above. All entries in the entire Proposal must be made clearly in ink.

B. BASIS OF AWARD

The project may be awarded to the lowest responsive, responsible Bidder who submits the lowest Total Composite Bid Coefficient. Specific projects awarded under this contract will be contingent the availability of funds within the project's approved budget. The CITY has the right to reject any or all bids.

The Total Composite Bid Coefficient shall be calculated as follows:

DESCRIPTION	BID COEFFICIENT	WEIGHT	EVALUATION BID COEFFICIENT
BID COEFFICIENT "A"	_____	0.80	_____
BID COEFFICIENT "B"	_____	0.20	_____

TOTAL COMPOSITE BID COEFFICIENT (A+B): _____

For purposes of comparison of the bid coefficients listed above, Bid Coefficient "A" for standard work hours will be multiplied by 80%, or 0.80; and Bid Coefficient "B" for non-standard work hours will be multiplied by 20%. The total of these percentages of the bid coefficients shall form the basis of comparison of proposers' bid coefficients. **"Evaluation for award purposes shall be based on the lowest total composite bid coefficient." However, the bid coefficient applied to each job order shall be the actual bid coefficient proposed for each classification of job order (standard vs. non-standard hours).**

The bid coefficients are to remain unchanged throughout the life of the contract, which includes the initial contract term and all renewal options periods. Economic adjustments to unit prices shall be accomplished through the use of the most recent edition of the RS Means Facilities Construction Cost data, including annual and quarterly updates.

C. REVISIONS OF BID PROPOSAL FORM

Request for revision of the Bid Proposal Form must be made to the ENGINEER at least three (3) days prior to date of opening of Bids. Revision of the Bid Proposal by the Bidder will void the Bid.

D. CONTRACT EXPIRATION DATE

The initial Contract expiration date shall be two (2) years from the execution date of the initial contract.

Upon satisfactory completion by CONTRACTOR of the initial two (2) year period, this contract may be extended up to three (3) additional one (1) year periods, at the same contract terms and conditions, upon mutual agreement by both the CONTRACTOR and the CITY

E. BID CHANGES

No changes in the amount of Bids appearing on the outside of Bids will be considered. Only the amounts shown on bidding documents inside the envelope will be considered. All changes, corrections and erasures must be initialed by the person signing the bid.

F. CONSTRUCTION COMPLETION

Each job order will be initiated by the issuance of a separate City Purchase Order for each job order. Each Purchase Order shall contain the deadline for the construction completion of each job order.

G. BID SECURITY

If Bid Security is required for this project, a Certified Check on _____ (or) Cashier's Check on _____ (or) Bid Bond properly executed by the undersigned and by qualified surety in the sum of Fifty Thousand Dollars($50,000) made payable to the Tax Collector, City of Jacksonville, Florida, which the undersigned Bidder hereby deposits as a guarantee of good faith and which it agrees to forfeit to the CITY of Jacksonville, not as a penalty, but as fixed and liquidated damages in the event it fails to enter into Contract, or fail to furnish the contract bond required in accordance with the Special Conditions within ten (10) days after receipt of the contract.

H. SUBMITTAL STATEMENT

The undersigned Bidder certifies that this proposal is made in good faith, without collusion or connection with any other entity bidding on this work.

The undersigned Bidder has examined and read (cover to cover) all Drawings, Specifications, General and Special Conditions, and other Contract Documents, and all Addenda thereto; and is acquainted with and

fully understands the extent and character of the work covered by this Proposal and the specified requirements, for the proposed work.

The undersigned Bidder certifies that no officer or agent of the CITY will directly or indirectly benefit from this bid.

The undersigned Bidder acknowledges and understands that the initial contract amount will be $2,000,000. However, there is no guaranteed issuance of Job Orders, no guaranteed minimum Job Order dollar amount, and there is no guarantee that the CITY will issue Job Orders up to the maximum allowable contract amount, if Job Orders are issued at all.

The undersigned Bidder states that this Proposal is made in conformity with the Contract Documents, and agrees that in case of any discrepancy or differences between its Proposal and the Contract Documents, the provisions of the latter shall prevail.

The undersigned Bidder certifies that it has carefully examined the foregoing Proposal after the same was completed and has verified every item placed thereon; and agrees to indemnify, defend and save harmless the CITY against any cost, damage or expense which may be incurred or caused by any error in the Bidder's preparation of same.

The undersigned Bidder states that all applicable taxes are included in the unit prices or Lump Sum Bid and acknowledges this project is not exempt from the State or Local Sales or Use taxes, and payment of such taxes is the responsibility of the Bidder.

The undersigned Bidder certifies that it has reviewed the provisions of the Jacksonville Ethics Code contained in Chapter 602, Jacksonville Ordinance Code, and the provisions of the purchasing Code contained in Chapter 126, Jacksonville Ordinance Code.

The undersigned Bidder agrees to keep its bid in effect for **120** calendar days after the Bid Opening date to allow the CITY time to award the bid, should it be awarded, and time to prepare and execute the contract (or issue the purchase). This time period begins at the time bids are opened and ends upon the issuance of Notice to Proceed (NTP) by the CITY. The bid prices shall remain in effect throughout the life of the Contract. Failure of the CITY to issue NTP within the specified time period shall allow Bidder to withdraw its Bid and terminate its contract without penalty or forfeiture of Bid Bond. Failure of the CITY to issue NTP within the specified time period shall not entitle Bidder to an adjustment of its Bid prices, unless mutually agreeable by the CITY.

(REMAINDER OF PAGE HAS BEEN INTENTIONALLY LEFT BLANK)

The undersigned Bidder certifies, under penalty of perjury and contract rescission, that it has all required licenses to perform the work required to fulfill the terms of the contract resulting from a successful bid. Furthermore, the undersigned Bidder affirms that all subcontractors requiring to be licensed are listed in Appendix "C" and are properly licensed to perform work on their respective portions of this project. The successful bidder will be required to sign an affidavit in accordance with the above provision prior to award of the project.

PRESIDENT	NAME OF BIDDER
SECRETARY	SIGNATURE AND TITLE
TREASURER	BUSINESS TELEPHONE
	EMERGENCY TELEPHONE
If Corporation, Affix Corporate Seal	BUSINESS ADDRESS
	CITY
	STATE AND ZIP CODE

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JOB ORDER CONTRACTING FOR VARIOUS CITY OWNED FACILITIES

SECTION 30

SCOPE OF WORK

30.1 Scope

The City of Jacksonville (City") is soliciting proposals from qualified, certified and licensed General Contractors for a Job Order Contracting Services Contract, which will include various repair, renovation and remodeling jobs to buildings that often include electrical, plumbing, and/or HVAC services. The individual job orders may involve masonry work, stucco, concrete, and building repairs (including roof and structural repairs); and minor construction projects including road work, drainage, curbs, sidewalks and wheelchair ramps. Some job orders will be to correct ADA deficiencies in restrooms, break rooms, parking areas, public corridors and gathering areas among others. The work performed under this Contract may include several different disciplines in one job order.

Most job orders contemplated by the City of Jacksonville will not include any drawings or specifications. The contractor must retain a Florida licensed architect and/or engineer (A/E) to prepare the design drawings and specifications for those job orders.

Jobs will be priced on the basis of the "unit prices" for specific tasks that are established by RS Means, which includes material, labor and equipment costs for those tasks, taking into account the material and labor price variations in different parts of the country. In particular, the City will use the unit prices published in the latest RS Means Facilities Construction Cost Data 2018 Book for specific work tasks established for the Jacksonville area (zip code 322xx). While the CONTRACTOR'S bid coefficient will not change for the life of the contract, the base unit prices of line items will change based on updates to the RS Means Construction Cost Data Book.

30.2 Location

The projects under this contract will we located at various locations throughout the City of Jacksonville, Florida.

30.3 Intent

It is the intent of these Contract Documents to provide the City of Jacksonville repairs, renovations and remodeling of City owned buildings, and maintenance and new construction of horizontal facilities including roads, sidewalks, drainage, curbs and wheelchair ramps. It is not the intent of these Contract Documents to minutely define the mode, means, methods, techniques, sequence or procedures of construction selected by the CONTRACTOR, or the safety precautions and programs incident to the work of the CONTRACTOR, but rather to set forth reasonable and rational criteria for the construction thereof.