SUBJECT: SEPTIC AND SEWER SYSTEM INSTALLATION, MAINTENANCE AND REPAIR

BID #: SC-0487-19 **OPEN DATE:** 2019-06-05

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT- ONE (1) YEAR FROM DATE OF AWARD, WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUBLIC BUILDINGS

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

NUMBER OF BIDS INVITED: (6) **NUMBER RECEIVED:** (2) **OTHER** (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to A1 Septic Service, Inc., as the lowest responsive, responsible bidder in the amount of $160,425.00. Period of service will be from one (1) year from date of award with three (3) one (1) year renewal options.

This award is to be funded by various accounts and processed by individual releases against the master blanket.

Attachments: Recommendation Memo, Bid Tabulation Sheet, Terms and Conditions, Specifications

ANALYST: MARILYN LAIDLER **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

DATE: June 19, 2019

TO: Gregory W. Pease, Chief
Procurement Division

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

FROM: Roy Birbal, CFM, Chief

SUBJECT: Recommendation to Award Bid #SC-0487-19 Septic and Sewer System Installation, Maintenance and Repair

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In response to the solicitation for bids to provide Septic and Sewer System Installation Maintenance and Repair for the City of Jacksonville, the Procurement Division received two (2) responses on June 5, 2019 and forwarded the result to the Public Buildings Division to review for a recommendation of award.

After reviewing the two (2) bids, the Public Buildings Division recommends approval of award to the lowest responsible bidder, A1 Septic Service, Inc., in the maximum indebtedness amount of $160,425.00. This agreement will be encumbered by releases against a master blanket with individual purchase orders on an as needed basis dependent on the appropriate account for the building being serviced.

The term of this agreement is one (1) year from date of award with three (3) one (1) year renewal options.

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/jw

Attachments: Bid Tabulation
Vendor Bid

cc: Roy Birbal, CFM, Chief
Ann Brackin, Public Works Contracts and Finance Manager
Marilyn Laidler, Buyer

BID TABULATION SHEET

MANDATORY PRE-BID CONFERENCE: MAY 17, 2019 @ 10:00 AM

TITLE:	SEPTIC SEWER SYSTEM INSTALLATION, MAINTENANCE AND REPAIR			A-1 SEPTIC SERVICE		RIVERVIEW SEPTIC	
BID NO.	SC-0487-19 (PB)						
OPEN DATE:	JUNE 5, 2019 @ 2:00 PM						
BUYER:	MARILYN LAIDLER, PURCHASING ANALYST						
No. Invited: (6)	No. Received (2) No Bids: (0)						
ITEM	DESCRIPTION	UNIT	EST. QTY	UNIT PRICE	EXT. TOTAL	UNIT PRICE	EXT. TOTAL
1	SEPTIC TANK SYSTEM EVALUATION AND REPAIR PERMIT	EACH	15	$ 1,295.00	$ 19,425.00		$ -
2	SEPTIC TANK LID REPLACEMENT	EACH	10	$ 1,200.00	$ 12,000.00	$ 800.00	$ 8,000.00
3	(OH & P) PERCENTAGE TO APPLY TO MATERIALS AND SUBCONTRACTORS	%	50,000	$ 0.30	$ 15,000.00	$ 0.20	$ 10,000.00
4	TECHNICIAN LABOR RATE	HOUR	2,500	$ 38.00	$ 95,000.00	$ 125.00	$ 312,500.00
5	TECHNICIAN LABOR RATE-EMERGENCY	HOUR	500	$ 38.00	$ 19,000.00	$ 250.00	$ 125,000.00
	TOTAL BID PRICE			$ 160,425.00		$ 455,500.00	
	CONFLICT OF INTEREST:			YES		YES	
	TERMS:			NET 30		NOT STATED	
	DELIVERY:			2 BUSINESS DAYS		NOT STATED	
	INSURANCE AFFADAVIT:			YES		YES	
	ADDENDUMS ACKNOWLEDGED: (1)			YES		NOT ACKNOWLEDGED	

TERMS AND CONDITIONS
SEPTIC AND SEWER SYSTEM INSTALLATION, MAINTENANCE AND REPAIR

1. SCOPE

The City of Jacksonville's **Public Works Department/Public Buildings 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 **Septic and Sewer System Installation, Maintenance and Repair** as listed in the bid documents.

2. AWARD

Award will be **ALL OR NONE** to the lowest responsive, qualified and responsible bidder(s). 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.

3. TERM OF AGREEMENT

The term of this agreement will be one (1) year from date of award with three (3) 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. Vendor shall provide proof of applicable local business license.

b. List of References/Experience on similar projects where this type of service was previously performed and completed within expected time frame.

c. Proof of ownership of excavation equipment.

PRE-BID CONFERENCE

Mandatory: May 17, 2019 @ 10:00 AM, 555 W. 44th Street, Jacksonville, FL 32208

5. 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).

6. 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.

SPECIFICATIONS

SEPTIC AND SEWER SYSTEM INSTALLTION, MAINTENACE AND REPAIR

DESCRIPTION OF WORK

The City of Jacksonville is accepting bids from qualified and experienced Contractors for , including, but not limited to, septic tank, lift station, grease trap maintenance and emergency services at any City-owned or leased facility requiring these services.

Mandatory Pre-bid: Public Buildings Conference Room, 555 W. 44th Street, Jax, FL 32208

Date: May 17, 2019

Time: 10:00 A.M.

Deadline for Questions: 05/29/19 @ 4:00 P.M.

Contractor is responsible for familiarizing themselves with existing field conditions and locations prior to submitting their bid.

All questions regarding the installation shall be made in writing via e-mail to Marilyn Laidler – City of Jacksonville Procurement Analyst, mlaidler@coj.net. No interpretation of the meaning of any part of this bid, nor corrections of any apparent ambiguity, inconsistency or error herein, will be made to any bidder orally. All requests for written interpretation or correction must be in writing. Additional information or clarifications should be submitted in writing. All such interpretations and supplemental instructions will be in the form of written Addenda to the bid documents, which if issued will be e-mailed to all known prospective Bidders.

PART 1 – GENERAL

1.1 SCOPE OF WORK

A. The work shall consist of septic system repairs or replacement, lift station repairs, OSTDS annual operating permits, grease trap repairs as needed, and when requested, emergency response at the sole discretion of the Public Buildings Division.

B. If awarded, the term of the Contract shall be for one (1) year from date of award with three (3) one (1) year renewal options at the sole discretion of the City. The City shall not incur any liability should it choose not to exercise its exclusive option to renew the Contract.

C. Periodic maintenance as requested by the Public Buildings Division.

1.2 SCHEDULING OF OPERATIONS

A. Contractor acknowledges that buildings and parks will be occupied in most situations. Prior to the beginning of work, the authorized representative of the facility and the Contractor shall prepare a work schedule to be followed as closely as possible.