SUBJECT: ASPHALTIC MATERIALS

BID #: SC-0260-21 **OPEN DATE:** 09/09/2020

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021 WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: RIGHT OF WAY & STORMWATER MAINTENANCE DIVISION

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

NUMBER OF BIDS INVITED: 5 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to Duval Asphalt Products, Inc. as the lowest responsive, responsible bidder. Term shall be from October 1, 2020 through September 30, 2021 with two (2) one (1) year renewal options. Estimated initial expenditure amount not-to-exceed $125,000.00.

Funding shall be encumbered from account 00111-156007-552150 and executed by Purchase Orders(s)

ATTACHMENTS: Recommendation Memo; Bid Tabulation; Terms & Conditions; Specifications

ANALYST: _____
DAVID KLAGES

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Stephen D. Long Jr., P.E., Chief, Right of Way and Stormwater Maintenance 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
Right of Way & Stormwater Maintenance Division
609 St. Johns Bluff Road
Jacksonville, FL 32225
(904) 472-2900
www.coj.net

ONE CITY ONE JACKSONVILLE

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

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

FROM: **Steven D. Long Jr., P.E., Chief**
Right of Way & Stormwater Maintenance Division

DATE: **September 21, 2020**

SUBJECT: **Request to award SC-0260-21: Asphalt & Tack**
Vendor – Duval Asphalt Products

Please be advised that the Right of Ways & Stormwater Maintenance Division of the Department of Public Works has reviewed the submitted bid tabulation sheet for SC-0260-21. We recommend that this contract be awarded to Duval Asphalt Products for the materials requested as needed by our Division with a not-to-exceed limitation of $125,000.00. This contract will begin October 1st, 2020 and will run through September 30th, 2021 with two (1) year renewal options. Master blanket order releases will be issued from 00111 156007 552150 00000 00000000 00000 as needed over the course of the contract period.

Attachments: Bid Tabulation sheet

CC: Olive Wallace-Cohen, Buyer

BID TABULATION

Title:	ASPHALTIC MATERIALS			**Duval Asphalt Products, Inc.**		**Preferred Materials, Inc.**	
Bid No:	SC-01260-21						
Open Date:	SEPTEMBER 9, 2020						
Analyst:	DAVID KLAGES						
No. Invited:	(5) **No. Received:** (2) **Other:** (0)						
Recorded By:	RENATA BARNETT						
Item #	**Description**	**Est. Annual Quantity**	**Unit**	**Unit Price**	**Extended Price**	**Unit Price**	**Extended Price**
1	ASPHALTIC MATERIALS	2,000	Ton	$64.00	$128,000.00	$68.00	$136,000.00
2	EMULSIFIED ASPHALT TYPE	500	5 Gal. Pail	$55.00	$27,500.00	$60.00	$30,000.00
			TOTAL BASE BID (Line Items 1 & 2):	**$155,500.00**		**$166,000.00**	
			Terms:	No discount offered.		No discount offered.	
			Delivery:	1 Business Day		Not stated.	
			Signed Bid Form:	Yes		Yes	
			Bid Proposal Form:	Yes		Yes	
			Insurance Agent Acknowledgement Form:	Yes		Yes	
			Conflict of Interest Certificate:	Yes		Yes	
			Addenda:	N/A		N/A	

TERMS AND CONDITIONS

ASPHALTIC MATERIALS

SCOPE
The Procurement 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 Asphaltic Materials as listed in the bid documents.

AWARD
Award will be **ALL or NONE** to the lowest responsive, responsible bidder. 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.

TERM OF AGREEMENT
The term of this agreement will be from October 1, 2020 through September 30, 2021 with two (2) 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 conditions set forth in the bid documents. Renewal options, if utilized, will be mutually agreed upon by the City and the supplier prior to commencement of said renewal. Supplier reserves the right not to renew the contract if it so desires.

MINIMUM REQUIREMENTS
Bidders must comply with the following requirements; failure to comply with either of these requirements may be grounds for rejection:

a. Registered to conduct business in the State of Florida at time of bid submittal.
b. Businesses located within Duval County must provide a Local Business Tax License.

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).

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 add or delete items, to increase the volume of services required, or not to make any purchase against this bid if it so deems necessary at any time during the contract period. The City shall provide the awarded supplier with reasonable notice of any such changes.

MATERIAL PICK UP
The approved supplier will have the materials available for pick-up on a daily basis at the locations provided within Duval County. The supplier is responsible for loading the material onto a City truck. A delivery ticket will be created showing the delivered weight of asphalt picked up by the City employee. The City employee will sign the ticket.

A packing list shall accompany all pick-ups, which shall indicate, at a minimum, the following: purchase order number, item number and description, date of shipment, quantity ordered and picked-up, unit prices, and unit of measure.

ESCALATION/DE-ESCALATION
All pricing submitted shall remain firm for the initial term period. Upon renewal (if applicable), supplier may submit in writing a request for price escalation/de-escalation for the percentage of change as listed in the Consumer Price Index for All Urban Consumers (CPI-U) and/or documentation notifying of an industry wide increase. The City reserves the right to decline any price increase request.

PRICES
All unit prices shall remain firm for the term of the award and shall include freight, delivery, and handling charges to the delivery location(s).

PICK UP AND RETURNS

The City reserves the right to return an order in whole or in part if the merchandise is not in compliance with the bid specifications. The City or its agencies will determine compliance with bid specifications. Pick up and returns will be made within forty-eight (48) hours of notification at no charge to the City or its agencies.

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.

INVOICING

Invoices will be issued once supplies/services are delivered and/or rendered to the City of Jacksonville or its agencies. At a minimum, invoices must include: Purchase Order number or contract number, item number and description, date of shipment, quantity ordered and shipped, unit prices, unit of measure, and extended totals. Payment terms are Net 30 days. All original invoices shall be submitted to: City of Jacksonville, General Accounting Division, 117 West Duval Street, Suite 375, Jacksonville, Florida 32202.

INSURANCE/INDEMNIFICATION

Awarded supplier shall maintain, for the entire term of award, current insurance coverage as stated in the bid documents – **see Exhibits A & B.** The awarded supplier will be required to submit a copy of the insurance certificate within ten (10) calendar days after receipt of award notification. Failure to submit required certification of insurance will be grounds for rejection of bid award. Bid number shall be listed on Insurance Certificate.

REPORTING

The City may request, during the term of award, reports including but not limited to: usage, pricing, and delivery. Awarded supplier will be required to provide reports requested in hard copy and electronic format as requested.

SUPPLIER ACCESSIBILITY

The City of Jacksonville or its representative must be able to contact, during normal business hours, by telephone or email, any supplier providing goods or services to the City or its agencies. Any supplier accessibility requirements outlined in the specifications supersede this section.

SPECIFICATIONS

ASPHALTIC MATERIAL

ASPHALTIC MIXTURE SPECIFICATIONS:
All asphaltic concrete supplied under this bid invitation must comply with Florida Department of Transportation Standard Specifications for Road and Bridge Construction - as follows:

SECTION 334 – HOT MIX ASPHALTIC MIXTURE
Type S-III asphaltic mixture or SuperPave Type SP-9.5 can be used as an alternate at no additional cost to the City of Jacksonville as approved by FDOT. If a question arises as to compliance with these specifications, the City may test the asphaltic material using an independent testing laboratory. If the asphaltic material does not meet the above referenced specification, the supplier will be required to reimburse the City for the cost of the test. In addition, the supplier will be required to provide replacement asphaltic material that does comply with the above referenced specification at no additional cost and may be required to reimburse the City for the cost to remove and replace the defective asphaltic materials.

EMULSIFIED ASPHALTIC SPECIFICATIONS:
All emulsified asphalt supplied under this bid invitation must comply with Florida Department of Transportation Standard Specifications for Road and Bridge Construction - 2004 as follows:

SECTION 916-4 – EMULSIONS

LOCATION OF ASPHALT PLANTS:
The bidder will be required to identify and to provide on the Bid Proposal Form the location (address) of the asphalt plant(s) that will supply the asphalt for that the RWSM Division. The City will use this address and will utilize the most direct route to each of the Maintenance Areas in order to determine the escalation factor to be used for each plant location as discussed above.

The Right of Way & Stormwater Maintenance areas are located as follows:

- *East Maintenance Area: 609 St. Johns Bluff Road N., Jacksonville, FL 32225*
- *West Maintenance Area: 2639 West 1st Street, Jacksonville, FL 32254*
- *North Maintenance Area: 4767 Moncrief Road, Jacksonville, FL 32208*
- *South Maintenance Area: 2915 Parental Home Road, Jacksonville, FL 32216*

The bidder must be capable of supplying materials for the division at the indicated asphalt plant(s) between the hours of 7:00 a.m. to 3:00 p.m. Monday through Friday (except for City Holidays).