Docusign Envelope ID: 7ECDE825-BE2C-46A2-AF7F-61091BCA6744

City of Jacksonville, Florida
Procurement Award Form (PAF)

Part 1: Form Type JPAC Award Request and Administrative Details

Goods and/or Services: Support/Maintenance for AK Associates - SS-16127-25

Requested Action/Authority:

Recommend approval to ratify the period of service from October 1, 2024 to date of award. Recommend approval of single source award to Kraus Associates, Inc., dba AK Associates for support and maintenance of the 911 Exacom recording system. Period of service is from date of award through September 30, 2025. The not to exceed expenditure amount is $402,900.00.

Justification/Explanation:

Support and maintenance of the 911 recording system (AK Elite Premier Maintenance).
Attached is the Justification for Single Source form, Single Source letter from the supplier, and supplier quote.

Legal Contract #:	N/A	Contract Date:		Change Order/AMD #:	N/A	
PO/Release #:	N/A	Bid Date:	11/14/2024	Awarded Supplier:	Kraus Associats dba AK Associates	
Licenses Verified:	N/A	Effective Date:	11/14/2024	Basis of Award:	N/A	
Federally Funded:	No	No. Invited:	N/A	Responses Received:	N/A	Attachments:
Solicitation:	SS - 16127- - 25			Procurement Contract #:	PO - N/A	
Executed By:	Procurement					

PoP:Base:	1 year	Options:	N/A	Extension(s):	N/A
JSEB Rec.:	N/A	%:	N/A	Bonds Waived Pursuant To:	N/A

Fund:	10701	Center:	552103	Acct:	546030	Proj:	000000	Activity:	00000348	$	402,900.00
Fund:		Center:		Acct:		Proj:		Activity:		$	
Fund:		Center:		Acct:		Proj:		Activity:		$	

New NTE/GMP:	$ 402,900.00	Contingent Amount:	$ 0	DMP/ODPO Amount:	$ 0

Using Agency/BU:	SHPS:POLICE_SERVICES			
Concurrence:	Signed by: Gibson, Tracey 955099FB62644BD...	Title:	JSO - ASSISTANT BUDGET OFFICER	11/8/2024
Concurrence:		Title:		
Concurrence:		Title:		
Concurrence:		Title:		

Procurement Analyst/Buyer:	Signed by: Wallace Cohen, Olive A7A7DE8878BC4DD...	Chief of Procurement:	DocuSigned by: B19F1D517352456... 11/12/2024
Name:	Wallace Cohen, Olive	Name:	Dustin L. Freeman

Part 2: JPAC Actions on Above Requests/Recommendations
All Award Actions Subject to Lawfully Appropriated Funds

Members Who Approve:	
Members Who Disapprove:	
Other Action:	

Date:

Part 3: Final Awarding Authority Action

Action:

Date:

Signature:

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PAF Instructions

Form Type: Select the type of award from the dropdown options. This form will be used for all Procurement awards (Administrative Awards and JPAC Requests).

Goods and/or Services: Enter a brief description of the types of goods and services included in the request.

Requested Action/Authority: Enter a brief description of the requested action or authority being sought. i.e.; *request permission to award to the lowest, responsive responsible bidder for ITB or award the highest ranked supplier for an RFP*.

Justification/Explanation: Enter a brief justification or explanation for the requested action. Use this box to add any additional information such as additional account strings, or other information essential for contract execution.

Legal Contract Number: Provide the existing City contract number if applicable. This will be the same number as your POA number.

Contract Date: Select the effective date for the contract using the calendar option in the form. Leave blank for contracts to become effective on the execution date.

Change Order/AMD #: Provide the applicable Change Order or Amendment number represented by this request.

Date: Enter the date of PAF submission.

Effective Date: Enter the effective date of requested authority and/or action.

Solicitation: Select the competitive procurement method used (1Cloud generated prefix), enter the 1Cloud generated numbering sequence, and 1Cloud generated fiscal year of solicitation

Basis of Award: Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA),

Procurement Contract #: This is your PO number. Select Type, Enter Number

PO/Release Number: Enter PO Release Number

Awarded Supplier: Enter Awarded Supplier Name

Federally Funded: Select yes or no from dropdown if Federal Funds will be used.

Responses Received: This is the number of responses received.

No Bids Received: The number of responses received that indicated supplier would not bid.

Executed By: Select whether executed by OGC or JPAC / Chief of Procurement

PoP Base: Select the Period of Performance for the initial period.

Options: Period for each renewal period i.e. one (1) two (2) year.

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Extensions: How many extensions have we preformed after the initial base period and option periods have been completed?

JSEB Goal: Select the percentage established by JSEB.

JESB Other: Select Encouragement or Set Aside Option

Bonds Waived Pursuant to: Select authority allowing bonds to be waived.

Funding Source: Fund/Center/Account/Project/Activity, all fields are required even if zeros.

New NTE/GMP: Enter the new total not to exceed the amount. Note, this should match the contract maximum indebtedness, if applicable**.**

Contingent Amount: If your agency requests an allowance for unforeseen additional expenses, then specify the amount of your requested increase and new NTE that represents the contingency allowance. This is over and above any quote.

DMP/ODPO Amount: Enter the total Direct Materials Purchase/Owner Direct Purchase Order amount for project.

Attachments: Name any attachments included as supplemental information to the PAF.

Using Agency/BU: This should be the requesting agency/requirement owner.

Concurrence: Electronic Signature

Title: Enter the title of person electronically signing form.

**Any fields where there is no data available, or no entry is required, either leave it blank or enter N/A. Any fields where there is known data, include for informational purposes. Any changes to an original award should contain the data that is being changed and any other relevant data required for JPAC review and approval.*

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OFFICE OF THE SHERIFF

ORDER REQUEST FORM

Request For: 911 Administration (Work Unit) | Communications (Division) | Services (Dept.)

Requestor: Matt Lane - 9-1-1 Systems Manager (Name) | 88381 (ID #) | 630-2317 (Phone) | 10/9/2024 (Date)

Deliver To Location: 501 E. Bay Street Room 206H Catherine Street Loading Dock, Attn: Phyllis Leonard Jacksonville, FL 32202

Item No.	Description and Model No.	JSO Stock No.	QTY.	Unit Cost	Total
1	Support/Maintenance for AK Associates for 10/1/2024 thru 9/30/2025		1	########	$ 402,900.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
				TOTAL REQUEST	$ 402,900.00

Suggested Vendor: AK Associates-Beth Stankus Vendor Phone: 603-432-5755 ext 283

Vendor Address / E-mail: bstankus@AKassociates911.com

Proprietary
Sole Source

If Proprietary / Sole Source, attach appropriate form and letter from vendor.

Special funding to be used for this purchase?
Loan Pool / Banking Fund
Grant *
Trust Fund *

* Enter name and # of Grant or Trust Fund

Justification / Repetitive Request Authorization / Notes:

Maintenance for FY 24-25.

Approvals:

	Signature	ID #	Date
1.	Matt Lane	88381	10/9/2024
2.			
3.			
4.			

Required approval level (per General Order 54):

$0	to	$2,500	-	Assistant Chief or higher
$2,501	to	$5,000	-	Chief or higher
$5,001	or	more	-	Director or higher

Budget Office Use Only
Index _____ Subobject _____
Analyst _____ Date _____

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We have prepared a quote for you

AK Maintenance

Quote # 001595
Version 2

Prepared for:

Duval County, FL

Matthew Lane
matthew.lane@jaxsheriff.org

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PO Box 2880
Concord, NH 03302
http://www.akassociates911.com/
(603) 432-5755

AK Maintenance

Description		Price	Qty	Ext. Price
AKEPMaint	**AK Elite Premier Maintenance** *Dates of Support: 10/1/24 through 9/30/25*	$402,900.00	1	$402,900.00

Subtotal: **$402,900.00**

Payment Terms

Description	Qty
Terms of Sale: • Payment Terms are Net 30	

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PO Box 2880
Concord, NH 03302
http://www.akassociates911.com/
(603) 432-5755

AK Maintenance

Prepared by:

AK Associates

Beth Stankus
(603) 432-5755 x.283
Fax (603) 432-0900
bstankus@AKassociates911.com

Prepared for:

Duval County, FL

501 E. Bay St.
Room 206H
Jacksonville, FL 32202
Matthew Lane
(904) 630-2317
matthew.lane@jaxsheriff.org

Quote Information:

Quote #: 001595

Version: 2
Delivery Date: 10/09/2024
Expiration Date: 10/31/2024

Quote Summary

Description	Amount
AK Maintenance	$402,900.00
Total:	**$402,900.00**

Disclaimers: This quote is provided for the listed contact and is not to be shared or disseminated without written consent by AK Associates. This quote null and voids any previous version.

AK Associates

Signature: Beth Stankus

Name: Beth Stankus

Title: Manager of Accounting

Date: 10/09/2024

Duval County, FL

Signature:

Name: Matthew Lane

Date:

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AK ASSOCIATES

Where Technology, Creativity and Quality Service Meet

Mrs. Phyllis C. Leonard, 911 Coordinator
Jacksonville Sheriff's Office
501 East Bay Street
Jacksonville FL 32202

Dear Mrs. Leonard:

The Duval County 9-1-1 system is unique in its configuration and unlike any other 9-1-1 system in Florida. It consists of carefully engineered systems that include Solacom call taking equipment, Solacom IQ gateways selective routers, Exacom recording systems, Data Master DBMS and components that provide the means to connect the Duval 9-1-1 system to the North Florida Routing Regional 9-1-1 Network.

The only company to have trained and certified technicians with experience to install and maintain the Duval County 9-1-1 system is AK Associates. AK Associates is the only vendor in Florida that is a certified reseller and has certified technicians by the equipment manufacturers Exacom and Solacom for you integrated 9-1-1 system used by Duval County.

In addition, AK Associates is presently under a maintenance contract with Duval County to provide installation and maintenance support. Under the current contract, AK Associates provides the labor for installation and maintenance services to all the 9-1-1 equipment installed by AK Associates. This contract also provides Duval County with free ancillary services and discounts on additional equipment purchases. AK will also provide Duval County with Solacom and Exacom extended maintenance without an additional mark up.

Solecom nor Exacom will not sell their components or extended warranty (maintenance) directly to a customer, and they only provide this coverage through the existing channel partner. Since AK Associates is under contract with Duval County, AK Associates is the only company that can offer this service without voiding the existing contract. If I can provide additional information please do not hesitate to contact me.

Sincerely,
Arthur Kraus
Arthur Kraus, VP
AK Associates

Kraus Associates Inc., d/b/a AK Associate, 326 Porta Rosa Cir, St Augustine, Florida 32092

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FINANCE & ADMINISTRATION DEPARTMENT, PROCUREMENT DIVISION

JUSTIFICATION FOR SINGLE SOURCE (JSS)	
Pursuant to the City of Jacksonville Procurement Code§ 126.206 & § 126.312, when requesting a purchase from a vendor subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments.	
1. Requesting Agency:	Jacksonville Sheriff's Office (JSO)
2. Nature and/or description of the requirement being requested. ***Identify each item, component or service being procured. (Attach quote/proposal):*** ***Why does the city need these particular goods or services?***	2nd Tier maintenance services for Solacom systems from October 1 to September 30 for services including upgrades, updates, and patches for the phone and mapping software and related components for 911.
3. Provide a detailed justification as to why the requested goods/services can only be efficiently and effectively procured through the recommended Single Source vendor:	A.K Associates is the regional reseller of Solacom equipment and is currently under agreement with the Jacksonville Sheriff's Office for technical assistance related to this and other aspects of the 911 system
4. Date of Request	10/1/2024

5. Summary of Market Research

[Provide a description of the market research performed, how it was performed, by whom, and market research results. Please spell out acronyms.]

[Lori Leonard contacted other 911 departments, conducted market research and searched on line and found that Kraus Associates dba AK Associates is the only Florida support provider for Solacom and there are no other authorized providers who can install and maintain their system.]

6. Conflict of Interest (Must Check)

√ By checking this box, I affirm that there are no actual, potential, or perceived conflicts of interest with the entity in which I am requesting a single source award. Conflict of Interest shall be interpreted consistent with *Chapter 112, Florida Statutes.*

7. Other Documentation (Check and attach all that apply)

√ Supplier Quote

√ Single Source Memo signed by Director

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√ Other [Letter from Supplier]

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DATE: October 15, 2024

TO: Dustin Freeman,
Chief of Procurement

THRU: William Clement, CPA WJC
Chief of Budget

FROM: Jennifer Short
Director of Police Services

SUBJECT: Single Source Request – Kraus Associated dba A.K. Associates for Exacom Recording Equipment

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The Jacksonville Sheriff's Office is requesting a Single Source award with Kraus Associates, dba A.K. Associates for the maintenance and support for the Exacom recording equipment for the 911 Communications Center. The not-to exceed expenditure amount is $402,900.00, the funding for this purchase will be 10701.552103.546030.000000.00000348.00000.0000000.

Attached is the Justification for Single Source form, Single Source letter from the supplier, and supplier quote from the supplier for your review.

Please let me know if you require any additional information, thank you for your assistance.