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City of Jacksonville, Florida

Procurement Award Form (PAF)

Part 1 – Form Type: 126.204 (a) New Award, Renewals, Waive Technical Defects, Price Increases, NTE (Maximum Indebtedness) Increases.

Goods and/or Services: Extreme Temperature Risk Analysis

Requested Action and Justification:

Requesting approval to ratify the period of service from February 10, 2026 to date of executed contract. Requesting approval to exercise the first of three (3) renewal options with The Olson Group Limited, Inc. for Extreme Temperature Risk Analysis. The period of service will be from date of executed contract through September 30, 2026, which is the Grants' expiration date. There will be no increase to the total not to exceed expenditure amount of $775,000.00.

Supplier:	The Olson Group Limited, Inc	**Basis of Award:**	N/A	**BID Opening Date:**	07/10/2024

POA #:	POA-71591-25	**PO #:**	n/a	**Change Order #:**	
Solicitation #:	RFP-NONCON P-22 24	**Contract #:**	71591-25	**Contract ADM #:**	1
Term:	1 year	**Options:**	3, 1 yr	**Options Used:**	0

Federally Funded:	Yes	**JSEB Rec:**	Encouragement
Licenses Verified:	N/A	**JSEB %:**	0
Bonds Required:	No	**Bonds Waived Pursuant To:**	N/A

Fund:	11409	**Center:**	122003	**Acct:**	531090	**Proj:**	010840	**Activity:**	00000000	$ 775,000.00
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$

New NTE/GMP:	$ 775,000.00	**Contingent Amt:**	$ 0	**DMP/ODPO Amt:**	$ 0

Using Agency/BU:	FROD:OFFICE OF THE DIRECTOR		
Concurrence:	Signed by: Pearson, David DF27FFBE29064F3...	**Title:**	JFRD PAYROLL AND PROCUREMENT MANAGER 2/5/2026
Concurrence:		**Title:**	
Concurrence:		**Title:**	
Concurrence:		**Title:**	

Procurement Analyst/Buyer:	Signed by: Wallace Cohen, Olive 4547B2180AE148B...	**Chief of Procurement:**	Signed by: 2/10/2026 B10F1D51735245 6...
Name:	Wallace Cohen, Olive	**Name:**	Dustin L. Freeman

Part 2 – JPAC Action: All award actions subject to lawfully appropriated funds.		**Part 3 – Final Awarding Authority Action:**	
Members who approve:		**Action:**	
Members who disapprove:		**Signature:**	
Date:		**Date:**	

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PAF Instructions
Part 1 (using agency)

Form Type: This form will be used for both Administrative Awards and JPAC Requests. Select type from dropdown options.

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

Requested Action and Justification: Enter a brief description of the requested action or authority being sought. i.e.; *Request permission to award the lowest, responsive responsible bidder for an ITB or award the highest ranked supplier for an RFP.* This block should also be used for additional information such as additional 4th account strings, or other information essential for contract execution.

Supplier: Enter awarded supplier name**.** If multiple, include in "Requested Action and Justification" box.

Basis of Award: Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA) or N/A.

Bid Opening Date: The date bids were unsealed by Procurement.

POA #: This is your 1Cloud generated Agreement number. Select Type, Enter Number.

PO #: Enter the PO number or agreement release number.

Change Order #: Provide the applicable change order number represented by this request.

Solicitation #: Select Prefix type, Enter Number, and Year.

Contract #: This number should be the same as your POA number (unless procured prior to 2020)

Contract Amendment #: Provide the applicable amendment number represented by this request.

Term: Select the Period of Performance or Term for the initial period.

Options: Period of time for each renewal or option.

Options Used: Prior to this request, enter how many options were already used.

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

JSEB Rec: Select Encouragement or JSEB Set Aside Option.

JESB %: If JSEB Participation, enter the percentage.

Bonds Waived Pursuant to: Select option from Drop down.

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

New NTE/GMP: Enter the new total not to exceed 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 Account: Enter the Direct Materials Purchase/Owner Direct Purchase Order Account. Used mainly for CIP (Capital Improvement/Construction) Projects

Using Agency/BU: Select one from the dropdown list.

Concurrence: Using Agency internal routing requirements for Electronic Signatures (follow Proc Manual for threshold requirements)

Title: Title of person electronically signing form.

Attachments: Included any supplemental information to the Procurement Award Form. i.e.; *Scope of work, previous awards*.

**Any field 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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FIRE AND RESCUE DEPARTMENT

February 3, 2026

TO: Dustin Freeman, Chief of Procurement

FROM: Percy J. Golden, II, Director/Fire Chief

RE: **RFP P-22-24 JFRD Extreme Temperature Risk Analysis**

The Jacksonville Fire and Rescue Department is requesting approval to exercise the First renewal option with The Olson Group Limited, Inc. as allowed by the contract. However, the period of service will only be through September 30, 2026, which is the Grants' expiration date. There will be no increase to the total award amount.

Total Award: $775.000.00

Funding Source: 11409.122003.531090.010840.00000000.0.0

If you have any questions, please contact Dan Pearson at (904) 255-3265.

PG/AM/DP

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The Olson Group, Ltd.

February 2, 2026

Andre Ayoub
Chief
Emergency Preparedness Division
Jacksonville Fire and Rescue Department
515 Julia Street – 1st Floor
Jacksonville, FL 32202

REF: Agreement to Extend Contract for P-22-24 Extreme Temperature Risk Analysis

Chief Ayoub,

As discussed with City staff, The Olson Group, Ltd. agrees to a one-year extension of our existing contract supporting the project referenced above. We look forward to continuing our successful relationship with the City and with Duval County, and to the completion of this important study.

Should you have any questions regarding this letter, please feel free to contact me directly, either by email at kbolson@olsongroupltd.com or by telephone at my direct number, (703) 625-9387.

Best Regards,

Kyle B. Olson
President

209 Madison Street | Suite 410 | Alexandria, VA 22314
www.olsongroupltd.com Phone: 703-518-9982

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City of Jacksonville, Florida

Procurement Award Form (PAF)

Part 1 – Form Type: JPAC Award Request: Renewals, Extensions, and Unit Price Increases

Goods and/or Services: P-22-24 Extreme Temperature Risk Analysis

Requested Action and Justification:

Recommend approval of award to the highest responsive, responsible firm, The Olson Group, Ltd with a guaranteed maximum indebtedness of $775,000.00. The period of performance shall be one year from date of executed contract with three, one-year renewal options. Negotiations resulted in the payment terms being amended to reflect 18 equal installments as opposed to 12 installments per attached memo.

Supplier:	The Olson Group Ltd.	**Basis of Award:**	Highest Evaluated	**BID Opening Date:**	07/10/2024

POA #:	71591-25	**PO #:**		**Change Order #:**	
Solicitation #:	RFP-NONCON P-22 24	**Contract #:**	71591-25	**Contract Amd #:**	
Term:	1 year	**Options:**	3, 1-year renewals	**Options Used:**	

Federally Funded:	Yes	**JSEB Rec:**	Encouragement	**Bonds Waived Pursuant To:**	N/A
Licenses Verified:	Yes	**JSEB %:**	0		

Fund:	11409	**Center:**	122003	**Acct:**	531090	**Proj:**	010840	**Activity:**	00000000	$ 775,000.00
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$

New NTE/GMP:	775,000.00	**Contingent Amt:**	0	**DMP/ODPO Amt:**	0

Using Agency/BU:	FROD:OFFICE_OF_THE_DIRECTOR		
Concurrence:	Pearson, Daniel	**Title:**	JFRD PAYROLL AND PROCUREMENT MANAGER 12/9/2024
Concurrence:		**Title:**	
Concurrence:		**Title:**	
Concurrence:		**Title:**	

Procurement Analyst/Buyer:	Baker, Alex	**Chief of Procurement:**	12/17/2024
Name:	Baker, Alex	**Name:**	Dustin L. Freeman

Part 2 – JPAC Action: All award actions subject to lawfully appropriated funds.		**Part 3 – Final Awarding Authority Action:**	
Members who approve:	3	**Action:**	Approved
Members who disapprove:	0	**Signature:**	Karen Bowling
Date:	12/19/2024	**Date:**	12/20/2024

Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02

Docusign Envelope ID: 02B1E41C-DA3F-4F5C-BFB0-922F665EDAA3

THE OLSON GROUP, LIMITED, INC.
FOR
EXTREME TEMPERATURE RISK ANALYSIS

THIS CONTRACT, made and entered into this 10th day of February, 2025 (the "Effective Date"), by and between the CITY OF JACKSONVILLE (the "CITY"), a municipal corporation existing under the Constitution and the laws of the State of Florida, and The Olson Group, Ltd. (OGL) (the "CONSULTANT"), a Virginia corporation authorized to transact business in Florida and with its principal offices at 11 Canal Plaza Suite 103, Alexandria, Virginia, 22314.

WHEREAS, the CITY (as the "Buyer") issued a Request for Proposal No. P-22-24 (the "RFP"), attached to this Contract as Exhibit A, for certain services described in the RFP (the "Services"); and

WHEREAS, based on the CONSULTANT's response to the RFP dated July 10, 2024, (the "Response"), attached to this Contract as Exhibit B, the CITY has negotiated and awarded this Contract to the CONSULTANT.

NOW THEREFORE, in consideration of the premises and the mutual covenants contained below, the parties agree as follows:

1. **Performance of Services.** CONSULTANT shall perform the Services as described in and according to (i) the RFP and the Response, each of which is incorporated into and made a part of this Contract, and (ii) the Scope of Services, attached hereto as Exhibit C and incorporated herein by this reference.

2. **Compensation.** CONSULTANT shall be paid for the Services the fees detailed in the Contract Fee Schedule, attached hereto as Exhibit D and incorporated herein by this reference. CITY shall pay CONSULTANT for the Services an amount not to exceed $775,000.00, as detailed in Exhibit D.

3. **Maximum Indebtedness.** As required by Section 106.431, *Ordinance Code*, the CITY's maximum indebtedness, for all products and services under this Contract shall be a fixed monetary amount not-to-exceed SEVEN HUNDRED AND SEVENTY-FIVE THOUSAND AND 00/100 DOLLARS ($775,000.00.).

4. **Term.** The initial term of this Contract shall commence on the Effective Date and continue for a one (1) year period, unless sooner terminated by either party in accordance with the terms of the RFP. This Contract may be renewed for up to three additional one (1) year periods by (i) the CITY, it its sole discretion, upon written notice to the CONSULTANT at least sixty (60) days prior to end of the then-current term, or (ii) upon the mutual agreement of the parties.

From: Pearson, Daniel - FROD
Sent: Friday, January 9, 2026 11:56 AM
To: Ray, Noah - FREP <NRay@coj.net>
Cc: Pearson, Daniel - FROD <Pearson@coj.net>
Subject: Extreme Temperature Risk Analysis-RENEWAL
Importance: High

Hi Noah, the contract expires Feb 9 so we'll need to do a renewal if services needed beyond this date. A letter from the supplier is needed agreeing to extend the contract term. I realize the Grant will be closing prior to the ending of 1 year. Let me know if you have any questions....