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City of Jacksonville, Florida

Procurement Award Form (PAF)

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

Goods and/or Services: Small Business Low-Interest Loan Funding Program

Requested Action and Justification:

Recommend approval of award to Valley National Bank as the highest-ranking responsive and responsible firm for RFP 17432-26. Period of service will be one year from date of executed contract with three (3), one (1) year renewal options. The total-not-to-exceed award amount for the initial term of the contract will be $650,000.00.

Scoring and Ranking:
1. Valley National Bank - 92.00
2. Two X Consulting LLC - 79.00

All awards are subject to lawfully appropriated funds.

To be executed by formal contract amendment through the Office of General Counsel.

Supplier:	Valley National Bank	**Basis of Award:**	Highest Evaluated	**BID Opening Date:**	02/17/2026

POA #:	N/A	**PO #:**	N/A	**Change Order #:**	N/A
Solicitation #:	RFP-NONCON 17432 26	**Contract #:**	N/A	**Contract ADM #:**	N/A
Term:	1 year	**Options:**	3, 1-year	**Options Used:**	N/A

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

Fund:	00111	**Center:**	105103	**Acct:**	599950	**Proj:**	000000	**Activity:**	00000000	$ 650,000.00
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$

New NTE/GMP:	$ 650,000.00	**Contingent Amt:**	$ 0	**DMP/ODPO Amt:**	$ 0

Using Agency/BU:	JEJE:OFFICE OF ECONOMIC DEVELOPMENT		
Concurrence:	Signed by: Gregory Grant 5290E58F081142C...	**Title:**	BUSINESS COMPLIANCE ADMINISTRATOR 4/22/2026
Concurrence:		**Title:**	
Concurrence:		**Title:**	
Concurrence:		**Title:**	

Initial GG

Procurement Analyst/Buyer:	Signed by: Ruth Keith C58E7E28D7654E9...	**Chief of Procurement:**	Signed by: 4/28/2026 B10F1D51735245
Name:	Ruth Keith	**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.*

Docusign Envelope ID: 1044251E-85C1-4BCF-98F9-A8D9B6B63D9

Award Solicitation: Small Business Low-Interest Loan Funding Program

Solicitation **BSF - Non-Construction**	Responses Received **2**	Invited Suppliers **75**
Procurement BU **COJ BU**	Active Responses **2**	Will Participate **1**
Close Date **2/17/2026 16:00**	Shortlisted Responses **2**	Responded **2**
Solicitation Currency **USD**		

Line Summary

Line	Item	Item Revision	Supplier	Business Relationship	UOM	Estimated Quantity	Estimated Total Amount	Award	Agreement Quantity	Rank	Response Price	Score	Response Minimum Release Amount	Supplier Site	Response	Target Minimum Release Amount	Category Name	Line Type
1 Please insert $1.00			Jaye X Consulting LLC	Prospective				No		2	1.00	100.00	1.00		458976		946-49 Financial Services (S	Dollars
1 Please insert $1.00			Valley National Bank	Spend Authorized				No		1	1.00	100.00	1.00		458385		946-49 Financial Services (S	Dollars

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Award Solicitation: Small Business Low-Interest Loan Funding Program

Solicitation **RFP - Non-Construction 17432**	Responses Received **2**	Invited Suppliers **78**
Procurement BU **COJ BU**	Active Responses **2**	Will Participate **1**
Close Date **2/17/2026 16:00**	Shortlisted Responses **2**	Responded **2**
Solicitation Currency **USD**		

Overview

	Two X Consulting LLC Response: 458578	Valley National Bank Response: 458385
Business Relationship	Prospective	Spend Authorized
Supplier Site		
Supplier Contact	Hanson, Christine	Sullivan, Thais
Response Status	Active	Active
Shortlist Status	Included	Included
Response Amount	1.00	1.00
Overall Rank	2	1
Total Award Amount		
Time of Response	2/17/2026 12:46	2/13/2026 16:59
Response Valid Until		
Reference Number		
Note to Buyer		
Attachments	Yes	No

Requirements (View Scoring Criteria)

	Requirement	Target Value	Two X Consulting LLC Response: 458578	Valley National Bank Response: 458385
	Total Score		**79.00**	**92.00**
1.	**Affirmation**			
1.	Type name, title, and e-mail of person submitting bid in the comments box.		a. Acknowledge	a. Acknowledge
	Comments		Christine Hanson, President christine@twoXconsulting.com	Thais R. Sullivan, SVP TSullivan@Valley.com
2.	Type name of company in the comments box.		a. Acknowledge	a. Acknowledge
	Comments		Two X Consulting LLC	Valley National Bank
3.	No Alterations: Bidder has not altered the original Solicitation Document in any way and further understands that any such alteration of the original solicitation document may result in rejection of the bid.		a. Acknowledge	a. Acknowledge
4.	Solicitation Silence: The Solicitation Silence policy is in effect for this solicitation and all communications related to this solicitation must be in writing to the designated procurement representative. Violations of the solicitation silence policy may result in the rejection/disqualification of the submission.		a. Acknowledge	a. Acknowledge
5.	Legal authorization and solicitation specific minimum requirements: All bidders must be legally authorized to do business in Duval County and shall comply with all minimum requirements for this bid. Failure to submit evidence for meeting any of these requirements may be grounds for rejection. Vendor shall provide proof of applicable local business licenses and particulars such as specific licensure, experience on similar projects, years of expertise in the area etc.		a. Acknowledge	a. Acknowledge
	Comments			At Valley Bank, we don't just invest in your business. We power your ambitions: how to focus them, grow them, and most importantly, make them resilient for the future. We're the leading commercial bank built for growth—with over $63 Billion in assets and more than 200 consumer branches and commercial banking offices in communities across the US. With more than 3,800 employees across real estate, commercial & industrial, healthcare, nonprofit, government contracting and more, we help you focus your vision and then prioritize the solutions you need to achieve it. It's how we've been working since 1927, and what makes us the partner you can turn to confidently, to power your tomorrow.
6.	Certification of No Conflict of Interest: Supplier certifies that no official or employee of the City or independent agency requiring the goods or services described in the specifications has a material financial interest in the Supplier's company. Supplier must complete and submit the attached Conflict of Interest Statement fully detailing any potential conflicts.		a. Contractor certifies that no official or employee of the City or independent agency requiring the goods or services described in the specifications has a material financial interest in the Contractor's company.	a. Contractor certifies that no official or employee of the City or independent agency requiring the goods or services described in the specifications has a material financial interest in the Contractor's company.
7.	Equal Business Opportunity Program: Pursuant to Part 6 of Chapter 126, Jacksonville Ordinance Code, the City of Jacksonville encourages the utilization and participation of Jacksonville Small and Emerging Businesses (JSEBs) in its contract awards based upon availability. It is the City's intent in adopting this program to reflect the philosophy with regards to enhancing participation of JSEBs in all areas of		a. Acknowledge	a. Acknowledge
8.	Electronic Signature: I understand this acknowledgment serves as my electronic signature and has the same force and effect as my manual signature.		a. Acknowledge	a. Acknowledge
2.	**Submittal Statement**			
1.	Submittal Statement Bidder certifies that this proposal is made in good faith, without collusion or connection withany other entity bidding on this work. Bidder has examined and read all Drawings, Specifications, General and Special Conditions,and other Contract Documents, and all Addenda thereto; and is acquainted with and fullyunderstands the extent and character of the work covered by this Proposal and the specifiedrequirements, for the proposed work. Bidder certifies that no officer or agent of the CITY will directly or indirectly benefit from this bid.Bidder states that this Proposal is made in conformity with the Contract Documents and agreesthat in case of any discrepancy or differences between its Proposal and the Contract Documents,the provisions of the latter shall prevail. Bidder certifies that it has carefully examined the foregoing Proposal after the same wascompleted and has verified every item placed thereon; and agrees to indemnify, defend and saveharmless the CITY against any cost, damage or expense which may be incurred or caused by anyerror in the Bidder's preparation of same. Bidder states that all applicable taxes are included in the unit prices or Lump Sum Bid andacknowledges this project is not exempt from the State or Local Sales or Use taxes, and paymentof such taxes is the responsibility of the Bidder. The undersigned Bidder agrees to keep its bid in effect for 120 calendar days after theBid Opening date to allow the CITY time to award the bid, should it be awarded, and timeto prepare and execute the contract (or issue the purchase order). This time period begins atthe 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 toissue NTP within the specified time period shall allow Bidder to withdraw its Bid andterminate its contract without penalty or forfeiture of Bid Bond. Failure of the CITY to issueNTP within the specified time period shall not entitle Bidder to an adjustment of its Bid prices,unless mutually agreeable by the CITY. Bidder certifies, under penalty of perjury and contract rescission, that it has all required licenses toperform the work required to fulfill the terms of the contract resulting from a successful bid.Furthermore, the Bidder affirms that all subcontractors requiring to be licensed are listed in itsresponse and are properly licensed to perform work on their respective portions of this project.		a. Acknowledge	a. Acknowledge
3.	**General Requirements**			
1.	**Scope of Services:** The City of Jacksonville's Office of Economic Development (OED) and The City of Jacksonville Equal Business Opportunity Office (EBO) request proposals from qualified firms to manage the Small Business Low-Interest Loan Funding program. The Small Business Low-Interest Loan Funding program offers tiered loans ranging from $1,000 to $50,000. The objectives include facilitating affordable capital access, reducing financial barriers hindering small business growth, promoting diverse entrepreneurship, fostering job creation, ensuring business sustainability, and cultivating a robust entrepreneurial ecosystem. The selected Supplier/Firm will be responsible for overseeing the implementation, administration, and evaluation of the City of Jacksonville Small Business Low-Interest Loan Funding program. **Description of Services and Deliverables** The Supplier/Firm will be asked to implement and develop a comprehensive Business program that will identify eligible businesses, offering low-interest loans, and effectively managing overall business funding. The program will be operated and administered by a single Supplier/Firm. . The Small Business Low-Interest Loan Funding, the objectives include facilitating affordable capital access, reducing financial barriers hindering small business growth, promoting diverse entrepreneurship, fostering job creation, ensuring business sustainability, and cultivating a robust entrepreneurial ecosystem. . Criteria for the Loan program are as follows: o Tiered loans ranging from $1,000 to $50,000, as follows: o Tier 1 loans range from $1,000 to $5,000 o Tier 2 loans range from $5,001 to $20,000 o Tier 3 loans range from $20,001 to $50,000 . Attend and complete mandatory small business education course • Prioritized outreach to underrepresented businesses . Residence and business located in Duval County • Business must be established for a minimum of 12 months • The loans are intended to be short-term (0-36 months) with an interest rate below prime. • Loan proceeds can be used for tangible assets, including but not limited to inventory, machinery, equipment, acquisitions, etc . • Loans shall not be used for working capital not attached to a tangible asset. . The Supplier/Firm will conduct outreach and marketing efforts to attract recipients and small businesses in line with the program's strategic objectives. . The City will provide funding for the loans up to $650,000 . It is the intent of the Buyer to have the selected Supplier manage all fees and rates associated with each loan transaction with no direct cost to the City A more detailed Scope of Services defining the exact performance requirements and schedules will be developed during negotiations with the selected Supplier/Firm. **Program Eligibility** The Supplier/Firm shall adhere to the policies and procedures of The City of Jacksonville's Office of Economic Development (OED) and The City of Jacksonville (EBO) office, which will conduct an eligibility review of program applications and determine if the program applicants are eligible. To meet the application requirements, the applicants must submit all necessary documents, fill out the application accurately, and meet deadlines. **Reporting Structure** The following diagrams describe the reporting structure, for all the managing parties, involved: The Supplier/Firm is expected to undertake reporting activities in compliance with the Program as		a. Acknowledge	a. Acknowledge
2.	Specifications: Provide all items or services as identified on each line or identified below in accordance with all other Terms and Conditions specified herein. See the attachment(s) for additional information.		a. Acknowledge	a. Acknowledge
3.	**The Supplier/Firm must satisfy the following mandatory minimum requirements to have their responses evaluated. By submitting a response, the Supplier warrants and and declares that it satisfies these requirements. Failure to meet these requirements will result in the response not being evaluated and being rejected as non-responsive:** 1. Must have a minimum of 10 years of experience working in the financial services industry. 2. Must have successfully designed and implemented a small business loan program for a government or municipality. Provide example in response submission. 3. Must have successfully provided financial training and business assessments to small businesses. Provide past projects as an example. 4. The Supplier/Firm shall provide current proof of all business licenses required by		a. Acknowledge	a. Acknowledge
4.	**Response Format** To maintain comparability and facilitate the evaluation process, Responses shall be organized in the manner set forth below. Tab delineations for each of the sections would be helpful. The formal response to the RFP: Each proposer will clearly indicate within the Cover Letter that your response is for the RFP. The RFP shall contain no more than thirty (30) single-sided, 1.5-spaced, 8½" by 11" pages, excluding appendices. The font style shall be Arial with a minimum font size of 11 points. The title page and a single-page cover letter will not be counted as part of the 30-page limit. A cover letter in excess of one page and any other information submitted beyond that noted in the requirements will be counted as part of the 30-page limit. Any RFP exceeding these formal guidelines will be rejected without being considered by the City. Provide proof of insurance, bonding capacity, and licensing. Copies of these documents may be included as appendices and will not be counted against the 30-page limit. **1) Title Page:** Include only RFP Title, RFP Number, Contractor's full name, address, phone number. **2) Cover Letter:** Include only the following: RFP Title and Number Contractor's full name, address and phone number. Names of the person(s) who will be authorized to make representations for the Contractor, their titles, addresses (including email address) and telephone numbers. Contractor's Federal Employer ID Number. Written acknowledgement that (i) the Response is based on the terms set forth in the RFP and all amendments thereto posted on Buyer's website as of the date of the Response, and (ii) the Contractor will be responsible for monitoring Buyer's website for subsequent amendments and for either maintaining, amending or withdrawing the Response prior to the Response Due Date based on those subsequent amendments. Signature of Authorized Representative. **3) Required Forms. (**Not included as part of Thirty page limitation**)** Attach all forms identified in RFP, each signed by an authorized representative. **4) Proof of Minimum Requirements. (**Not included as part of Thirty-page limitation**)** Responses will ONLY be accepted from companies meeting the above minimum requirements of this solicitation. Contractor must address and provide clear documentation that they meet all minimum requirements. **5) Statement of Qualifications. (Maximum of 30** written pages for this section**)** This portion of the Response will be used to provide the information Buyer needs to evaluate how well the Contractor meets the criteria listed in Section 8 – Evaluation Criteria. Failure to provide adequate information on any criterion will result in lower scores and could result in rejection of the Response as non-responsive. Please divide this portion of the Response into ten subsections (one subsection for each of the listed criteria).		a. Acknowledge	a. Acknowledge
5.	Federal Funding does not apply to this bid.		a. Acknowledge	a. Acknowledge
4.	**RFP Requirements**			
1.	**1. Introduction** The City of Jacksonville ("Buyer") intends to hire an individual or firm ("Contractor") to provide the services described in this Request for Proposal ("RFP"). Persons interested in submitting a response to this RFP (a "Response") should carefully review this RFP for instructions on how to respond and for the applicable contractual terms. **2. Questions and Requests for Amendment to RFP.** If a Contractor (i) has questions about the RFP, (ii) finds discrepancies, omissions or ambiguities in the RFP, or (iii) believes any term or condition of the RFP is unreasonable, Contractor should request an amendment to the RFP. The request should reference the RFP section at issue and include any specific language that Contractor recommends using. All requests for amendment must be submitted in writing (via the 1Cloud Procurement System) and, unless otherwise specified in the RFP, be received by the Purchasing Analyst (Analyst) at least ten (10) calendar days before the Response Due Date. Questions and requests for amendments directed to the Analyst or to any other Buyer personnel shall not constitute a formal protest of the RFP. Failure to request an interpretation or change will be considered evidence that Contractor understands and agrees to the provisions of the RFP. The posting of a written amendment is the only official method by which interpretations, clarifications, changes or additional information will be given by Buyer prior to the opening of Responses. Any other interpretation, clarification, change or information will have no legal effect. Buyer reserves the right to amend, cancel or reissue the RFP at its discretion. Buyer reserves the right to request or obtain additional information about any and all Statement of Qualifications submitted in response to RFP. They may also issue addenda to this RFP which will be sent to each Supplier who received this RFP. This includes the right to change the Response Due Date and the Contract award date. Notice of all amendments and cancellations will be posted on Buyer's website (please contact the Analyst if you are uncertain of the website address or if you experience problems accessing it). Contractor is responsible for monitoring this website for new or changing information. **3. Terms of Agreement.** After award to the successful Contractor, Buyer and Contractor will promptly enter into a written agreement (the "Contract") incorporating the terms of the RFP, the successful Response, and other terms and conditions as may be agreed to between the parties. To the extent the Response contains exceptions to or modifications of the RFP, such exceptions or modifications are stricken unless Buyer affirmatively accepts the exceptions or modifications in the Contract. The Contract will be substantially in the form set forth in an attachment to the RFP. Buyer will not be obligated to pay Contractor for the RFP services until the Contract is signed by both parties. Buyer retains the right to reject all bids and/or amend its notice of award at any time prior to the full execution of the Contract. If the successful Contractor fails to perform the Services as agreed, Buyer reserves the right to (i) issue a new solicitation for the Services; (ii) reopen the RFP for the purpose of awarding a second contract to another Contractor in accordance with the criteria and processes set forth herein; and/or (iii) take such other actions permitted by law. **4. Public Meetings and Special Accommodations.** Any meetings of the RFP evaluation committee (i.e., the Jacksonville Procurement Awards Committee or Technical Review Committee) shall be noticed on Buyer's website and shall comply with Florida's Open Meetings Laws. Please contact the Analyst if you are uncertain of Buyer's website address or if you experience problems accessing it. Persons requiring a special accommodation because of a disability should contact the Analystidentified in the Overview Section		a. Acknowledge	a. Acknowledge

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5.	**Insurance Requirements**			
1.	**RFP Indemnification and Insurance Requirements.**		a. Acknowledge	a. Acknowledge
6.	**Price Sheet**			
1.	**Price Sheet: Not Required at this time. Please refer to Evaluation Criteria section (QUOTATION OF RATES).**		a. Acknowledge	a. Acknowledge
7.	**Sample Services Contrct**			
1.	Please review and acknowledge the attached sample Professional Services Contract.		a. Acknowledge	a. Acknowledge
8.	**Evaluation Criteria**			
	Score		**79.00**	**92.00**
1.	**EVALUATION COMMITEE:** The evaluation committee will consist of three-five (3-5) City employees. Through the Procurement Division, the evaluation committee will have the counsel and advice of Subject Matter Experts (SMEs) for this RFP. These SMEs will consist of internal city representatives from the City. In coordination with the Procurement Division, the evaluation committee reserves the right to include additional, non-voting technical advisors during its review of the responses. In assessing the strengths and weaknesses of each submission, the SMEs may, at their own discretion, request clarification, through the Procurement Division, from the committee.		a. Acknowledge	a. Acknowledge
2.	The evaluations will be based upon the following criteria, and Contractors are requested to provide, as a minimum, the information listed under each criterion. **Failure to provide adequate information on any criterion will result in lower scores and could result in rejection of the proposal as non-responsive.** The response to each of the criterion will be evaluated relative to the other responses received and will be awarded a score of 1 through maximum points. Contractors are encouraged to arrange their responses in a format that will offer ready review and evaluation of each criterion.		a. Acknowledge	a. Acknowledge
3.	**1) COMPETENCE / EXPERIENCE.** Including professional and/or technical education and training; experience in the kind of projects to be undertaken; availability of adequate personnel, equipment and facilities and the extent of repeat business of the persons. Provide names and resumes of all individuals to be assigned to this project. List previous projects similar to the one in the RFP, which have been satisfactorily completed. Provide resumes of principal staff/project manager showing years of experience in the field to which they are assigned for this project. Specifically provide: - - How long has the supplier been offering small business or access to capital loans? - - Describe experience serving specific industries or underserved sectors. - - Describe knowledge of local/regional economic conditions. - Describe ability to tailor loan products to different business models. **(40 points maximum score)**		a. Acknowledge	a. Acknowledge
	Score		30.00	37.00
4.	**2) ABILITY TO DESIGN AN APPROACH AND WORK PLAN TO MEET THE SCOPE REQUIREMENTS.** Describe the Supplier's understanding of the requirements of this solicitation, and its ability, approach and/or plan to satisfy the same in complete compliance with all applicable federal, state and local laws, statutes,		a. Acknowledge	a. Acknowledge
	Score		16.67	19.00
5.	**3) QUOTATION OF RATES, FEES OR CHARGES AND OTHER DETAILED COST PROPOSAL OR COST BREAKDOWN INFORMATION.** It is the intent of the Buyer to have the selected Supplier manage all fees and rates associated with each loan transaction with no direct cost to the City; however, the cost of the associated fees and interest rates will be a major factor in the selection process. Preference will be given to responses showing below market rates for fees and interest rates. Provide a detailed breakdown of all fees and below market		a. Acknowledge	a. Acknowledge
	Score		32.33	36.00
9.	**Response Attachments**			
1.	**Attach Overall Proposal Document Here, Use the following naming convention: Supplier_Name Overall Proposal Document. Include all response pages in a single ".PDF" format file.** If the proposer desires, the Company financial reports can be submitted in a separate .pdf file from the proposal file. However, the file name must include the word "Confidential". For Example: "XYZ Engineering – Confidential Financial Info.pdf".		a. Acknowledge	a. Acknowledge
	Attachments		Yes	Yes

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Award Solicitation: Small Business Low-Interest Loan Funding Program

Solicitation	**RFP - Non-Construction 1743**	Responses Received	**2**	Invited Suppliers	**78**
Procurement BU	**COJ BU**	Active Responses	**2**	Will Participate	**1**
Close Date	**2/17/2026 16:00**	Shortlisted Responses	**2**	Responded	**2**
Solicitation Currency	**USD**				

Lines

Number of Awarded Lines **0**
Number of Awarded Suppliers **0**

Total Award Amount

1 Please insert $1.00

Line Type **Dollars**
Category Name **946.49 Financial Services (Not Otherwise Cla**

Start Price
Current Price
Estimated Total Amount

Award Amount
Savings
Savings

	Target Value	**Two X Consulting LLC Response: 458578**	**Valley National Bank Response: 458385**
Business Relationship		Prospective	Spend Authorized
Supplier Site			
Response Status		Active	Active
Shortlist Status		Included	Included
Rank		2	1
Line Pricing			
Response Price		1.00	1.00
Unit Price Savings			
Unit Price Savings Percent			
Award Decision			
Award		No	No
Award Amount			
Note to Buyer			
Attachments		No	No

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Award Solicitation: Small Business Low-Interest Loan Funding Program

Solicitation **RFP - Non-Construction 1743**	Responses Received **2**	Invited Suppliers **78**
Procurement BU **COJ BU**	Active Responses **2**	Will Participate **1**
Close Date **2/17/2026 16:00**	Shortlisted Responses **2**	Responded **2**
Solicitation Currency **USD**		

Requirements Scoring

Requirements

Requirement		Acceptable Values	Score	Maximum Score
8.	**Evaluation Criteria**			**100**
3.	**1) COMPETENCE / EXPERIENCE.** Including professional and/or technical education and training; experience in the kind of projects to be undertaken; availability of adequate personnel, equipment and facilities and the extent of repeat business of the persons. Provide names and resumes of all individuals to be assigned to this project. List previous projects similar to the one in the RFP, which have been satisfactorily completed. Provide resumes of principal staff/project manager showing years of experience in the field to which they are assigned for this project. Specifically provide: - - How long has the supplier been offering small business or access to capital loans? - - Describe experience serving specific industries or underserved sectors. - - Describe knowledge of local/regional economic conditions. - Describe ability to tailor loan products to different business models. **(40 points maximum score)**	a. Acknowledge		40
4.	**2) ABILITY TO DESIGN AN APPROACH AND WORK PLAN TO MEET THE SCOPE REQUIREMENTS.** Describe the Supplier's understanding of the requirements of this solicitation, and its ability, approach and/or plan to satisfy the same in complete compliance with all applicable federal, state and local laws, statutes, ordinances, rules and regulations. **(20 points maximum score)**	a. Acknowledge		20
5.	**3) QUOTATION OF RATES, FEES OR CHARGES AND OTHER DETAILED COST PROPOSAL OR COST BREAKDOWN INFORMATION.** It is the intent of the Buyer to have the selected Supplier manage all fees and rates associated with each loan transaction with no direct cost to the City; however, the cost of the associated fees and interest rates will be a major factor in the selection process. Preference will be given to responses showing below market rates for fees and interest rates. Provide a detailed breakdown of all fees and below market loan interest rates. **(40 points maximum score)**	a. Acknowledge		40

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Proposal for Small Business Low-Interest Loan Funding Program from Valley Bank

City of Jacksonville, Florida

RFP – Non-Construction 17432-26

Presented By:

Thais R. Sullivan
Senior Vice President
National Director of Community Lending – FL, AL, NJ, NY & CA
Valley Bank

1700 Palm Beach Lakes Blvd.
St 1000
West Palm Beach, FL 33401
Phone: 561-616-3106 ext. 1306
Mobile: 561-252-9002
Email: TSullivan@Valley.com

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Valley

City of Jacksonville's Office of Economic Development (OED)
And the City of Jacksonville's Equal Business Opportunity Office (EBO)
Ruth Keith
RKeith1@coj.net

RFP – Non-Construction 17432-26
Small Business Low-Interest Loan Funding Program

Ms. Keith:

We, at Valley National Bank ('Valley Bank' 'Valley'), have gone through your RFP in-depth and have a thorough understanding of the Small Business Low-Interest Loan Funding Program that the City of Jacksonville's Office of Economic Development and Equal Business Opportunity Office are looking for. We are pleased to provide a proposal to be the bank to facilitate $10,000.00 to $50,000.00 loans to small business throughout Duval County backed by the $650,000.00 funding provided through the OED and the EBO.

Preceding this cover letter was the Title Page. Within this proposal you will find all completed **Requirements** as well as **General Requirements** acknowledgements along with the insurance binder and Valley's current community impact. At the end of this document, you will find Valley Bank's specific proposal for the City of Jacksonville's OED and EBO Small Business Low-Interest Loan Funding Program.

Please note that Thais Sullivan, Valley Bank's National Director of Community Lending is fully authorized to make representations for Valley National Bank (Tax ID: 22-1186387) and bind this proposal.

Sincerely,

Thais Sullivan, SVP
National Director of Community Lending
1700 Palm Beach Lakes Blvd., Suite 1000
West Palm Beach, FL 33401
(561)616-3106 – Office
(561)252-9002 - Cell
TSullivan@Valley.com

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Valley

State of New Jersey
Business Registration Certificate

STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE

DEPARTMENT OF TREASURY/
DIVISION OF REVENUE
PO BOX 252
TRENTON, N J 08646-0252

TAXPAYER NAME:
VALLEY NATIONAL BANK

TRADE NAME:
VALLEY NATIONAL BANK

TAXPAYER IDENTIFICATION#:
221-186-387/000

SEQUENCE NUMBER:
0388392

ADDRESS:
1455 VALLEY RD
WAYNE NJ 07470-0558

ISSUANCE DATE:
09/23/04

EFFECTIVE DATE:
07/01/66

Acting Director

FORM-BRC(08-01)

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.

State of New Jersey
Certificate of Employee Information Report

Certification **19459**

CERTIFICATE OF EMPLOYEE INFORMATION REPORT **RENEWAL**

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of **15-Aug-2025** to **15-Aug-2028**

VALLEY NATIONAL BANK
70 SPEEDWELL AVE
MORRISTOWN NJ 07960

ELIZABETH MAHER MUOIO
State Treasurer

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

Valley

Powering your ambitions since 1927

At Valley, we're not just about banking; we're about building thriving communities. For over 95 years, we've dedicated ourselves to serving, supporting, and strengthening our communities. Through economic inclusion, workforce and community development, investment in local nonprofits, and environmental stewardship, we believe in making a positive impact. Our commitment to our local partners ensures that together, we can create a brighter future for everyone. Let's work hand in hand to achieve success for our communities.

Valley at a Glance 3Q 2025*

ASSETS
$63 BILLION

DEPOSITS
$51 BILLION

LOANS
$49 BILLION

EQUITY
$7.7 BILLION

OFFICES
200+ | NATIONWIDE ACTIVITIES

NASDAQ
VLY

*Note: Financial data as of 9/30/2025 unless stated otherwise.

S&P Global
Market Intelligence
Senior Unsecured
BBB
Investment Grade

MORNINGSTAR | DBRS
Senior Unsecured
A
Investment Grade

KBRA
Kroll Bond Rating Agency
Senior Unsecured
A-
Investment Grade

BAUER FINANCIAL
5 Stars

70 Speedwell Avenue
Morristown, NJ 07960
valley.com

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VLY12033

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2 Requirements

**Response is required*

Suppliers must satisfy the following requirements. By submitting a response, Supplier warrants and represents that it satisfies all requirements. Failure to meet any of the requirements may result in the response being rejected as non-responsive. Any conflict between any section within this document shall be resolved by deferring to the most restrictive language of the solicitation document. Suppliers must respond to each section through the drop-down selection or arrows at the top right. All response attachments should be properly labeled to identify supplier and file contents.

2.1 Affirmation

*1.

Type name, title, and e-mail of person submitting bid in the comments box.

Select one of the following:-

☑ a. Acknowledge

Comments:

Thais Sullivan, National Director of Community Lending, TSullivan@valley.com

*2.

Type name of company in the comments box.

Select one of the following:-

☑ a. Acknowledge

Comments:

Valley National Bank

*3. No Alterations: Bidder has not altered the original Solicitation Document in any way and further understands that any such alteration of the original solicitation document may result in rejection of the bid.

Select one of the following:-

☑ a. Acknowledge

*4. Solicitation Silence: The Solicitation Silence policy is in effect for this solicitation and all communications related to this solicitation must be in writing to the designated procurement representative. Violations of the solicitation silence policy may result in the rejection/disqualification of the submission.

Select one of the following:-

☑ a. Acknowledge

*5. Legal authorization and solicitation specific minimum requirements: All bidders must be legally authorized to do business in Duval County and shall comply with all minimum requirements for this bid. Failure to submit evidence for meeting any of these requirements may be grounds for rejection. Vendor shall provide proof of applicable local business licenses and particulars such as specific licensure, experience on similar projects, years of expertise in the area etc.

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

Select one of the following:-

☑ a. Acknowledge

Comments:

*6. Certification of No Conflict of Interest: Supplier certifies that no official or employee of the City or independent agency requiring the goods or services described in the specifications has a material financial interest in the Supplier's company. Supplier must complete and submit the attached Conflict of Interest Statement fully detailing any potential conflicts.

Attachments:

File Name or URL	Type	Description
CONFLICT OF INTEREST CERTIFICA	File	

Select one of the following:-

☑ a. Contractor certifies that no official or employee of the City or independent agency requiring the goods or services described in the specifications has a material financial interest in the Contractor's company.

☐ b. Contractor cannot certify that no official or employee of the City or independent agency requiring the goods or services described in the specifications has a material financial interest in the Contractor's company.

*7.

Equal Business Opportunity Program: Pursuant to Part 6 of Chapter 126, Jacksonville Ordinance Code, the City of Jacksonville encourages the utilization and participation of Jacksonville Small and Emerging Businesses (JSEBs) in its contract awards based upon availability. It is the City's intent in adopting this program to reflect the philosophy with regards to enhancing participation of JSEBs in all areas of procurement.

Attachments:

File Name or URL	Type	Description
JSEB Project Goals Language.pd	File	

Select one of the following:-

☐ a. Acknowledge

*8. Electronic Signature: I understand this acknowledgment serves as my electronic signature and has the same force and effect as my manual signature.

Select one of the following:-

☑ a. Acknowledge

2.2 Submittal Statement

*1. Submittal Statement

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

Bidder has examined and read all Drawings, Specifications, General and Special Conditions, and other Contract Documents, and all Addenda thereto; and is acquainted with and fully

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

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

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

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.

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 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 order). 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.

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 Bidder affirms that all subcontractors requiring to be licensed are listed in its response and are properly licensed to perform work on their respective portions of this project.

Select one of the following:-

☑ a. Acknowledge

2.3 General Requirements

***1. Scope of Services:**

The City of Jacksonville's Office of Economic Development (OED) and The City of Jacksonville Equal Business Opportunity Office (EBO) request proposals from qualified firms to manage the Small Business Low-Interest Loan Funding program.. The Small Business Low-Interest Loan Funding program offers tiered loans ranging from $1,000 to $50,000. The objectives include facilitating affordable capital access, reducing financial barriers hindering small business growth, promoting diverse entrepreneurship, fostering job creation, ensuring business sustainability, and cultivating a robust entrepreneurial ecosystem.

The selected Supplier/Firm will be responsible for overseeing the implementation, administration, and evaluation of the City of Jacksonville Small Business Low-Interest Loan Funding program.

Description of Services and Deliverables

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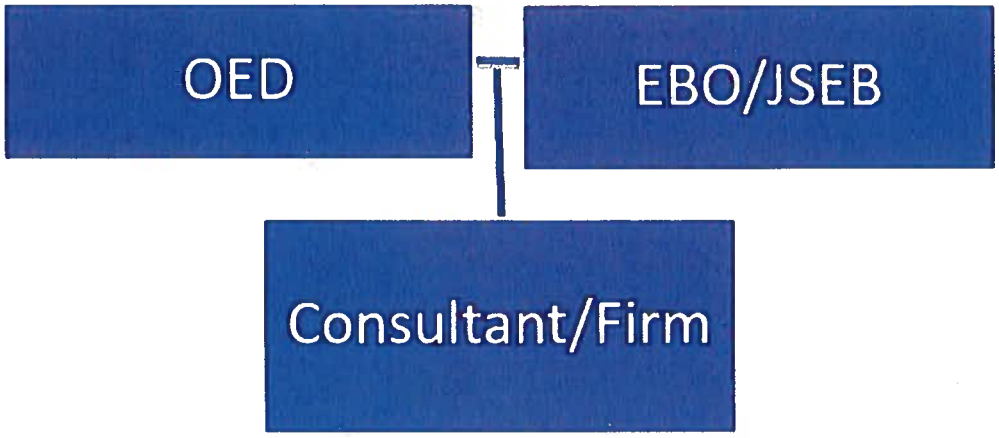
The following diagrams describe the reporting structure, for all the managing parties, involved:



The Supplier/Firm is expected to undertake reporting activities in compliance with the Program as established by the City. Reporting requirements shall include, but are not limited to:

- Monthly Administration Reports: Industry Name, Amount Awarded, the most prominent NIGP codes, and geographic zip code location information based on the business location. These reports also include information on whether the business is JSEB or Non-JSEB, and how the funds are utilized, such as for improving sales, staffing efficiency, customer service, and so on.

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

Select one of the following:-

☑ a. Acknowledge

*2. Specifications: Provide all items or services as identified on each line or identified below in accordance with all other Terms and Conditions specified herein. See the attachment(s) for additional information.

Select one of the following:-

☑ a. Acknowledge

*3. **The Supplier/Firm must satisfy the following mandatory minimum requirements to have their responses evaluated. By submitting a response, the Supplier warrants and and declares that it satisfies these requirements. Failure to meet these requirements will result in the response not being evaluated and being rejected as non-responsive:**

1. Must have a minimum of 10 years of experience working in the financial services industry.

2. Must have successfully designed and implemented a small business loan program for a government or municipality. Provide example in response submission.

3. Must have successfully provided financial training and business assessments to small businesses. Provide past projects as an example.

4. The Supplier/Firm shall provide current proof of all business licenses required by local, state, and federal law as applicable.

Select one of the following:-

☑ a. Acknowledge

*4.

Response FormaT

To maintain comparability and facilitate the evaluation process, Responses shall be organized in the manner set forth below. Tab delineations for each of the sections would be helpful.

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

The formal response to the RFP. Each proposer will clearly indicate within the Cover Letter that your response is for the RFP.

The RFP shall contain no more than thirty (30) single-sided, 1.5-spaced, 8½" by 11" pages, excluding appendices. The font style shall be Arial with a minimum font size of 11 points. The title page and a single-page cover letter will not be counted as part of the 30-page limit. A cover letter in excess of one page and any other information submitted beyond that noted in the requirements will be counted as part of the 30-page limit. Any RFP exceeding these formal guidelines will be rejected without being considered by the City. Provide proof of insurance, bonding capacity, and licensing. Copies of these documents may be included as appendices and will not be counted against the 30-page limit.

1) **Title Page:** Include only RFP Title, RFP Number, Contractor's full name, address, phone number.

2) **Cover Letter:** Include only the following:

RFP Title and Number

Contractor's full name, address and phone number.

Names of the person(s) who will be authorized to make representations for the Contractor, their titles, addresses (including email address) and telephone numbers.

Contractor's Federal Employer ID Number.

Written acknowledgement that (i) the Response is based on the terms set forth in the RFP and all amendments thereto posted on Buyer's website as of the date of the Response, and (ii) the Contractor will be responsible for monitoring Buyer's website for subsequent amendments and for either maintaining, amending or withdrawing the Response prior to the Response Due Date based on those subsequent amendments.

Signature of Authorized Representative.

3) **Required Forms.** (Not included as part of Thirty page limitation) Attach all forms identified in RFP, each signed by an authorized representative.

4) **Proof of Minimum Requirements.** (Not included as part of Thirty-page limitation) Responses will ONLY be accepted from companies meeting the above minimum requirements of this solicitation. Contractor must address and provide clear documentation that they meet all minimum requirements.

5) **Statement of Qualifications.** (**Maximum of 30** written pages for this section) This portion of the Response will be used to provide the information Buyer needs to evaluate how well the Contractor meets the criteria listed in Section 8 – Evaluation Criteria. Failure to provide adequate information on

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any criterion will result in lower scores and could result in rejection of the Response as non-responsive . Please divide this portion of the Response into ten subsections (one subsection for each of the listed criteria).

Select one of the following:-

☑ a. Acknowledge

*5. Federal Funding does not apply to this bid.

Select one of the following:-

☑ a. Acknowledge

2.4 RFP Requirements

*1.

1. Introduction

The City of Jacksonville ("Buyer") intends to hire an individual or firm ("Contractor") to provide the services described in this Request for Proposal ("RFP"). Persons interested in submitting a response to this RFP (a "Response") should carefully review this RFP for instructions on how to respond and for the applicable contractual terms.

2. Questions and Requests for Amendment to RFP. If a Contractor (i) has questions about the RFP, (ii) finds discrepancies, omissions or ambiguities in the RFP, or (iii) believes any term or condition of the RFP is unreasonable, Contractor should request an amendment to the RFP. The request should reference the RFP section at issue and include any specific language that Contractor recommends using.

All requests for amendment must be submitted in writing (via the 1Coud Procurement System) and, unless otherwise specified in the RFP, be received by the Purchasing Analyst (Analyst) at least ten (10) calendar days before the Response Due Date. Questions and requests for amendments directed to the Analyst or to any other Buyer personnel shall not constitute a formal protest of the RFP. Failure to request an interpretation or change will be considered evidence that Contractor understands and agrees to the provisions of the RFP.

The posting of a written amendment is the only official method by which interpretations, clarifications, changes or additional information will be given by Buyer prior to the opening of Responses. Any other interpretation, clarification, change or information will have no legal effect.

Buyer reserves the right to amend, cancel or reissue the RFP at its discretion. Buyer reserves the right to request or obtain additional information about any and all Statement of Qualifications submitted in response to RFP. They may also issue addenda to this RFP which will be sent to each Supplier who received this RFP. This includes the right to change the Response Due Date and the Contract award date. Notice of all amendments and cancellations will be posted on Buyer's website (please contact the Analyst if you are uncertain of the website address or if you experience problems accessing it). Contractor is responsible for monitoring this website for new or changing information.

3. Terms of Agreement. After award to the successful Contractor, Buyer and Contractor will promptly enter into a written agreement (the "Contract") incorporating the terms of the RFP, the successful Response, and other terms and

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

(c)1.The Buyer, the Contractor, or any of the Contractor's subcontractors who has a good faith belief that a person or entity with which it is contracting has knowingly violated s.448.09 (1), Florida Statues, shall terminate the contract with the person or entity.

2.If the Buyer has a good faith belief that a subcontractor knowingly violated this subsection, but the Contractor otherwise complied with this subsection, the Buyer shall promptly notify the Contractor and order the Contractor to immediately terminate the contract with the sub-contractor.

3.A contract terminated under subparagraph 1. or subparagraph 2. shall not be a breach of Contract and may not be considered as such.

(d)The Buyer, Contractor, or any of Contractor's subcontractors may file an action with a circuit county court to challenge a termination under paragraph (c) no later than 20 calendar days after the date on which the contract was terminated.

(e)If the Buyer terminates the Agreement with Contractor under paragraph (c), the Contractor may not be awarded a public contract for at least 1 year after the date on which the Agreement was terminated.

(f)The Contractor is liable for any additional costs incurred by the Buyer as a result of the termination of a contract.

Select one of the following:-

☑ a. Acknowledge

2.5 Insurance Requirements

***1. RFP Indemnification and Insurance Requirements.**

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

Select one of the following:-

☑ a. Acknowledge

2.6 Price Sheet

***1. Price Sheet: Not Required at this time. Please refer to Evaluation Criteria section (QUOTATION OF RATES).**

Select one of the following:-

☑ a. Acknowledge

2.7 Sample Services Contrct

*1. Please review and acknowledge the attached sample Professional Services Contract.

SAMPLE

SERVICES CONTRACT
BETWEEN
[THE CITY OF JACKSONVILLE]
AND
INSERT CORPORATE NAME OF CONTRACTOR
FOR
INSERT SUMMARY OF SERVICES TO BE PERFORMED

THIS CONTRACT, made and entered into this day of _____, 201__ (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 "CONTRACTOR"), a _____ corporation authorized to transact business in Florida and with its principal offices at _____.

WHEREAS, the CITY (as the "Buyer") issued a Request for Proposal No._____ (the "RFP") for certain services described in the RFP (the "Services"), and

WHEREAS, based on CONTRACTOR'S response to the RFP dated_____, consisting of pages (the "Response"), the CITY has negotiated and awarded this Contract to CONTRACTOR;

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

1. **Performance of Services**. The Services will be performed by CONTRACTOR as specified in the RFP and the Response.

2. **Compensation**. CONTRACTOR will be paid by the CITY for the Services (as follows: _____) or (as specified on the Price Sheets attached as Exhibit __).

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 _____ ($_____).

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

5. **Contract Documents**. This Contract consists of the following documents which are hereby incorporated as if fully set forth herein and which, in case of conflict, shall have priority in the order listed.
   - This document, as modified by any subsequent signed amendments
   - Any amendments to the RFP
   - Specific Information Regarding The RFP (Section 1 of the RFP)
   - Description of Services and Deliverables (Section 4 of the RFP)
   - General Instructions to Respondents (Section 2 of the RFP)
   - General Contract Conditions (Section 3 of the RFP)
   - Any Purchase Order under the Contract
   - The Response, provided that any terms in the Response that are prohibited under the RFP shall not be included in this Contract.

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

6. Notices. All notices under this Agreement shall be in writing and shall be delivered by certified mail, return receipt requested, or by other delivery with receipt to the following:

As to the CITY.

_____
_____
_____

As to the CONTRACTOR:

_____
_____
_____

7. Contract Managers. Each Party will designate a Contract Manager during the term of this Contract whose responsibility shall be to oversee the Party's performance of its duties and obligations pursuant to the terms of this Contract. As of the Effective Date, CITY'S Contract Manager is [Insert Name and Address], and the CONTRACTOR'S Contract Manager is [Insert Name and Address]. Each Party shall provide prompt written notice to the other Party of any changes to the Party's Contract Manager or his or her contact information; provided, such changes shall not be deemed Contract amendments and may be provided via email.

8. Entire Agreement. This Contract constitutes the entire agreement between the parties hereto for the Services to be performed and furnished by the CONTRACTOR. No statement, representation, writing, understanding, agreement, course of action or course of conduct, made by either party or any representative of either party, which is not expressed herein shall be binding. CONTRACTOR may not unilaterally modify the terms of this Contract by affixing additional terms to materials delivered to the CITY (e.g., "shrink wrap" terms accompanying or affixed to a deliverable) or by including such terms on a purchase order or payment document. CONTRACTOR acknowledges that it is entering into this Contract for its own purposes and not for the benefit of any third party.

9. Amendments. All changes to, additions to, modifications of, or amendment to this Contract, or any of the terms, provisions and conditions hereof, shall be binding only when in writing and signed by the authorized officer, agent or representative of each of the parties hereto.

10. Counterparts. This Contract, and all amendments thereto, may be executed in several counterparts, each of which shall be deemed an original, and all of such counterparts together shall constitute one and the same instrument.

[Remainder of page left blank intentionally. Signature page follows immediately.]

IN WITNESS WHEREOF, the parties have executed this Contract as of the day and year first above written.

ATTEST: CITY OF JACKSONVILLE

By _____ By _____
James McCain Daves Deegan
Corporation Secretary Mayor

In accordance with the Ordinance Code, of the City of Jacksonville, I do hereby certify that there is an unexpended, unencumbered, and un-impounded balance in the appropriation sufficient to cover the foregoing agreement, and that provision has been made for the payment of monies provided therein to be paid.

_____
Director of Finance
CITY Contract Number_____

Form Approved:

_____
Office of General Counsel

ATTEST: INSERT NAME OF CONTRACTOR.

By _____ By _____
Signature Signature

_____ _____
Type/Print Name Type/Print Name

_____ _____
Title Title

Attachments:

File Name or URL	Type	Description
Sample Professional Services C	File	

Select one of the following:-

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

☑ a. Acknowledge

2.8 Evaluation Criteria

Section Maximum Score: 100

*1.

EVALUATION COMMITTEE: The evaluation committee will consist of three-five (3-5) City employees. Through the Procurement Division, the evaluation committee will have the counsel and advice of Subject Matter Experts (SMEs) for this RFP. These SMEs will consist of internal city representatives from the City. In coordination with the Procurement Division, the evaluation committee reserves the right to include additional, non-voting technical advisors during its review of the responses. In assessing the strengths and weaknesses of each submission, the SMEs may, at their own discretion, request clarification, through the Procurement Division, from the committee.

Select one of the following:-

☑ a. Acknowledge

*2. The evaluations will be based upon the following criteria, and Contractors are requested to provide, as a minimum, the information listed under each criterion. **Failure to provide adequate information on any criterion will result in lower scores and could result in rejection of the proposal as non-responsive.** The response to each of the criterion will be evaluated relative to the other responses received and will be awarded a score of 1 through maximum points. Contractors are encouraged to arrange their responses in a format that will offer ready review and evaluation of each criterion.

Select one of the following:-

☑ a. Acknowledge

*3. **1) COMPETENCE / EXPERIENCE.** Including professional and/or technical education and training; experience in the kind of projects to be undertaken; availability of adequate personnel, equipment and facilities and the extent of repeat business of the persons. Provide names and resumes of all individuals to be assigned to this project. List previous projects similar to the one in the RFP, which have been satisfactorily completed. Provide resumes of principal staff/project manager showing years of experience in the field to which they are assigned for this project. Specifically provide:

- - How long has the supplier been offering small business or access to capital loans?

- - Describe experience serving specific industries or underserved sectors.

- - Describe knowledge of local/regional economic conditions.

- Describe ability to tailor loan products to different business models. **(40 points maximum score)**

Maximum Score: 40

Select one of the following:-

☑ a. Acknowledge

*4. **2) ABILITY TO DESIGN AN APPROACH AND WORK PLAN TO MEET THE SCOPE REQUIREMENTS.** Describe the Supplier's understanding of the requirements of this solicitation, and its ability, approach and/or plan to satisfy the same in complete compliance with all applicable federal, state and local laws, statutes, ordinances, rules and regulations. **(20 points maximum score)**

Maximum Score: 20

Select one of the following:-

☑ a. Acknowledge

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

*5. **3) QUOTATION OF RATES, FEES OR CHARGES AND OTHER DETAILED COST PROPOSAL OR COST BREAKDOWN INFORMATION.** It is the intent of the Buyer to have the selected Supplier manage all fees and rates associated with each loan transaction with no direct cost to the City; however, the cost of the associated fees and interest rates will be a major factor in the selection process. Preference will be given to responses showing below market rates for fees and interest rates. Provide a detailed breakdown of all fees and below market loan interest rates. **(40 points maximum score)**

Maximum Score: 40

Select one of the following:-

☑ a. Acknowledge

2.9 Response Attachments

*1. **Attach Overall Proposal Document Here, Use the following naming convention: Supplier_Name Overall Proposal Document. Include all response pages in a single ".PDF" format file.**

If the proposer desires, the Company financial reports can be submitted in a separate .pdf file from the proposal file. However, the file name must include the word "Confidential". For Example: "XYZ Engineering - Confidential Financial Info.pdf".

Hint: Attach Overall Proposal Document Here, Use the following naming convention: Supplier_Name Overall Proposal Document. Include all response pages in a single ".PDF" format file.

Select one of the following:-

☑ a. Acknowledge*(Response attachments are required)*

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

3 Lines

3.1 Line Information

Line	Estimated Quantity	Response Price	Line Amount	Response Minimum Release Amount
1-Please insert $1.00				

3.2 Line Details

3.2.1 Line 1 Please insert $1.00

Category Name	**946.49 Financial Services (Not Otherwise Classified)**		
Allow Alternate Lines	**No**		
Target Minimum Release Amount (USD)		Estimated Total Amount (USD)	
Start Price (USD)			

4 Contract Terms

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SAMPLE

SERVICES CONTRACT
BETWEEN
[THE CITY OF JACKSONVILLE]
AND
INSERT CORPORATE NAME OF CONTRACTOR
FOR
INSERT SUMMARY OF SERVICES TO BE PERFORMED

THIS CONTRACT, made and entered into this day of_____, 201 (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 "CONTRACTOR"), a _____corporation authorized to transact business in Florida and with its principal offices at _____.

WHEREAS, the CITY (as the "Buyer") issued a Request for Proposal No._____(the "RFP") for certain services described in the RFP (the "Services"); and

WHEREAS, based on CONTRACTOR'S response to the RFP dated_____, consisting of pages (the "Response"), the CITY has negotiated and awarded this Contract toCONTRACTOR;

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

1. **Performance of Services.** The Services will be performed by CONTRACTOR as specified in the RFP and the Response.

2. **Compensation**. CONTRACTOR will be paid by the CITY for the Services [as follows: _____] or [as specified on the Price Sheets attached as Exhibit].

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 _____($_____).

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

5. **Contract Documents.** This Contract consists of the following documents which are hereby incorporated as if fully set forth herein and which, in case of conflict, shall have priority in the order listed:
   - This document, as modified by any subsequent signed amendments
   - Any amendments to the RFP
   - Specific Information Regarding The RFP (Section 1 of the RFP)
   - Description of Services and Deliverables (Section 4 of the RFP)
   - General Instructions to Respondents (Section 2 of the RFP)
   - General Contract Conditions (Section 3 of the RFP)
   - Any Purchase Order under the Contract
   - The Response, provided that any terms in the Response that are prohibited under the RFP shall not be included in this Contract.

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6. **Notices.** All notices under this Agreement shall be in writing and shall be delivered by certified mail, return receipt requested, or by other delivery with receipt to the following:

As to the CITY:

_____
_____
_____

As to the CONTRACTOR:

_____
_____
_____

7. **Contract Managers.** Each Party will designate a Contract Manager during the term of this Contract whose responsibility shall be to oversee the Party's performance of its duties and obligations pursuant to the terms of this Contract. As of the Effective Date, CITY'S Contract Manager is [Insert Name and Address] , and the CONTRACTOR'S Contract Manager is [Insert Name and Address] . Each Party shall provide prompt written notice to the other Party of any changes to the Party's Contract Manager or his or her contact information; provided, such changes shall not be deemed Contract amendments and may be provided via email.

8. **Entire Agreement.** This Contract constitutes the entire agreement between the parties hereto for the Services to be performed and furnished by the CONTRACTOR. No statement, representation, writing, understanding, agreement, course of action or course of conduct, made by either party or any representative of either party, which is not expressed herein shall be binding. CONTRACTOR may not unilaterally modify the terms of this Contract by affixing additional terms to materials delivered to the CITY (e.g., "shrink wrap" terms accompanying or affixed to a deliverable) or by including such terms on a purchase order or payment document. CONTRACTOR acknowledges that it is entering into this Contract for its own purposes and not for the benefit of any third party.

9. **Amendments.** All changes to, additions to, modifications of, or amendment to this Contract, or any of the terms, provisions and conditions hereof, shall be binding only when in writing and signed by the authorized officer, agent or representative of each of the parties hereto.

10. **Counterparts.** This Contract, and all amendments thereto, may be executed in several counterparts, each of which shall be deemed an original, and all of such counterparts together shall constitute one and the same instrument.

[Remainder of page left blank intentionally. Signature page follows immediately.]

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IN WITNESS WHEREOF, the parties have executed this Contract as of the day and year first above written.

ATTEST: **CITY OF JACKSONVILLE**

By_____ By _____
James McCain Donna Deegan
Corporation Secretary Mayor

In accordance with the *Ordinance Code*, of the City of Jacksonville, I do hereby certify that there is an unexpended, unencumbered, and un-impounded balance in the appropriation sufficient to cover the foregoing agreement; and that provision has been made for the payment of monies provided therein to be paid.

_____
Director of Finance
CITY Contract Number:_____

Form Approved:

_____
Office of General Counsel

ATTEST: **INSERT NAME OF CONTRACTOR.**

By_____ By_____
Signature Signature

_____ Thais R. Sullivan
Type/Print Name Type/Print Name

_____ SVP/Community Lending
Title Title

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

CONFLICT OF INTEREST CERTIFICATE

Bidder must execute either Section I or Section II hereunder relative to Florida Statute 112.313(12). Failure to execute either section may result in rejection of this bid proposal.

SECTION I

I hereby certify that no official or employee of the City of independent agency requiring the goods or services described in these specifications has a material financial interest in this company.

Signature

Thais R. Sullivan

Name of Official (type or print)

Valley National Bank

Company Name

1700 Palm Beach Lakes Blvd

Business Address

West Palm Beach, Fl 33401

City, State, Zip Code

SECTION II

I hereby certify that the following named City officials(s) and/or employee(s) having material financial interest(s) (in excess of 5%) in this company have filed Conflict of Interest Statements with the Supervisor of Elections, 105 East Monroe Street, Jacksonville, Duval County Florida, prior to bid opening.

Name	Title of Position	Date of Filing

Signature

Company Name

Name of Official (type or print)

Business Address

City, State, Zip Code

PUBLIC OFFICIAL DISCLOSURE

Section 126.110 of the Purchasing Code requires that a public official who has a financial interest in a bid or contract make a disclosure at the time that the bid or contract is submitted or at the time that the public official acquires a financial interest in the bid or contract. Please provide disclosure, if applicable, with bid.

Public Official _____

Position Held _____

Position or Relationship with Bidder _____

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

ACORD®

1/21/2026

Valley Insurance Services, Inc.
80 E. Ridgewood Avenue
Paramus NJ 07652

License#: BR-969511
VALLNAT-02

845-352-9100 | 845-352-9104

Great Northern Insurance Co.	20303
Chubb Ins. Co. of New Jersey	41386
Fireman's Fund Indemnity Corp	
Travelers Indemnity Co.	25658

Valley National Bancorp
70 Speedwell Avenue
Morristown NJ 07960

877758920

A	X X X Combind Total Ag X	Y	Y	35798383	11/1/2025	11/1/2026		1,000,000 1,000,000 10,000 1,000,000 2,000,000 Included
A	X X X	Y	Y	73518658	11/1/2025	11/1/2026		1,000,000
B	X X	Y	Y	7988-77-33	11/1/2025	11/1/2026		25,000,000 25,000,000
D			Y	UB-B3581394-25-N2-E	6/30/2025	6/30/2026	X	1,000,000 1,000,000 1,000,000
C	Professional Liability			USF05375225	4/14/2025	4/14/2026	Limit Retention	$5,000,000 $5,000,000

The City of Jacksonville, Florida and City's members, officials, officers, employees, and agents are included as Additional Insureds as respects General Liability, Commercial Automobile and Umbrella when required by written contract subject to the term, conditions and exclusions of the policy. Coverage applies on a Primary and Non-Contributory basis as required by written contract. Waiver of Subrogation applies in favor of Additional Insureds, including Workers Compensation, per written contract or agreement.
Notice of Cancellation requires 30 day written notice or 10 days for nonpayment.

City of Jacksonville, Florida
117 West Duval Street, Suite 250
Jacksonville FL 32202

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

EQUAL BUSINESS OPPORTUNITY PROGRAM
PROJECT GOALS PLANS
ENCOURAGEMENT/PARTICIPATION/SET-ASIDE

A. POLICY

Pursuant to Part 6 of Chapter 126, Jacksonville Ordinance Code, the City of Jacksonville encourages the utilization and participation of Jacksonville Small and Emerging Businesses (JSEBs) in its contract awards based upon availability. It is the City's intent in adopting this program to reflect the philosophy with regards to enhancing participation of JSEBs in all areas of procurement.

Please be advised that, to be counted toward meeting the participation percentage goal defined herein, all JSEBs shall be certified by the City in accordance with Part 6 of Chapter 126, Jacksonville Ordinance Code.

In-addition the JSEB must have the designated Commodity Codes AT THE TIME OF BID OPENING to qualify for Participation, Set-Aside, and Encouragement Projects.

All designations (to include Encouragement) the bidder/proposer must adhere to the following process:

- **The bidder/proposer shall provide interested JSEB's with timely (at a minimum 1 week notice prior to bid submission) adequate information about the plans, specifications, and other such requirements of the bid documents to facilitate a prepared and adequate response/quote.**
- **The bidder/proposer must follow up the initial solicitation with the EBO office. Note: JSEB vendor must provide pricing (based on scope of work provided by bidder/proposer) and not a price or percentage "given" by the bidder/proposer.**
- **Identify a portion of work available to JSEB's using the Letter of Intent and attach the Scope of work to be provided for each vendor.**
- **Bidder proposer can call the EBO office to obtain the list of JSEB'S that are ready, willing, and able. The JSEB office has 48 hours to provide the requested list. Prime contractors can also access the list of JSEB through 1Cloud and the JSEB webpage under the JSEB directory. If you have difficulty securing JSEBs to meet the requirements you should contact the EBO/JSEB Program.**
- **In the event that a bidder/proposer must submit alternate pricing and if affects the JSEB goal there must be a scope of work provided to the JSEB and the scope as well as the alternate pricing must be submitted with the bid documentation.**

In the event bidders/proposers are unable to obtain bids from JSEB subcontractors that equal or exceed the percentage established in the participation goals, shall at minimum, submit, at the time of bid opening a Notice of Intent to Submit the Good Faith Effort Form (Form 4). This is outlined in the Good Faith Effort category in Section I.

B. JSEB OBLIGATION

Bidders/proposers are required to make all efforts reasonably possible to ensure that JSEBs have a full and fair opportunity to compete for performance on this project. Contractors shall not discriminate on the basis of race, ethnicity, national origin or gender in the award and performance of the work under this contract.

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

C. ELIGIBILITY

1. To be considered eligible for contract award, the Contractor shall include with the bid/proposal an original Form 1 (Schedule of Subcontractor/Subconsultant Participation).

   a. For solicitations that are not project specific, such as: misc. services, design build, etc.; a percentage will initially be accepted with the bid submittal on Form 1 and the Letters of Intent.
   b. For solicitations that are project specific you will be required to provide a dollar amount on Form 1 and on all Letters of Intent. "TBD" will not be accepted.

2. The prime contractor must submit a Letter of Intent and scope of work needed to perform work related to the project. The Letter of Intent must include the JSEB subcontractor's name, the scope of work to be performed, and the dollar value of the work to be performed by the JSEB (the information contained in the Letters of Intent must reflect the information contained in the bidder's Schedule of Subcontractor/Subconsultant Participation). **Copies of the Form 1 and the Letters of Intent signed by the JSEB subcontractors or suppliers must be submitted at the time of the scheduled bid opening.** Failure to submit the Letter(s) of Intent at the scheduled bid opening may result in the bid in question being rejected as non-responsive.

3. In addition, all JSEBs must be subcontracted in the area that they are licensed and certified, in accordance with the requirements of Part 6, Chapter 126, Jacksonville Ordinance Code.

   a. All businesses must be certified under the provisions set forth below. Certifications will be granted only in those areas for which the business owner(s) has the ability and expertise to manage and control the firm's operations and work.
   b. An owner shall be certified only for specific types of work for which the owner(s) has the ability and expertise to manage and control the firm's operations and work.
   c. Have expertise normally required by the industry for the field for which certification is sought.
   d. Not be a front, broker, or pass-through as defined in Subpart A of this Chapter.
      i. *Front, broker,* or *pass-through* shall mean a JSEB that is not registered as a supplier or distributor through the Florida Department of Revenue, or a JSEB subcontractor who does not self-perform 100 percent of the subcontractor work pursuant to the Schedule of Participation, or a JSEB prime contractor who does not self-perform at least 40 percent of the work for the project.

4. All commodity codes must be acquired prior to the submission of bids through the EBO Compliance officer.

D. COMPLIANCE

All bidders, proposers or subcontractors participating in this project are hereby notified that failure to fully comply with the City's JSEB policy as set forth herein shall constitute a breach of contract which may result in termination of the contract, or such other remedy as deemed appropriate by the Owner. Such penalties as outlined in Section 126.201, Jacksonville Ordinance Code, **will apply.**

E. CONTRACT AWARD

The City proposes to award the contract to the responsive, responsible bidder submitting a reasonable bid, provided: (i) the bidder has met the goals for JSEB participation; or (ii) if unable to meet the goals, the bidder has timely submitted an acceptable Good Faith Effort Statement and supporting documentation that demonstrates, pursuant to Part 6 of Chapter 126, Jacksonville, Ordinance Code, a sufficient attempt to meet the JSEB participation goals as established herein. Bidders are advised that the City has sole discretion and authority to determine if any bidder has made a "Good Faith Effort." The City reserves the right to reject any or all bids submitted. The City will have discretion to reject any bid or exclude a prospective bidder from

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

submitting a bid who has been non-responsive to JSEB program requirements without satisfactory justification accepted by the Chief of Procurement. Rejections hereunder may be timely protested pursuant to the city's Procurement Protest Procedures, a copy of which is included as part of these bid documents.

F. SUBCONTRACT CLAUSE

1. All bidders hereby agree to incorporate the JSEB participation, policy, goals, conditions, and instructions in all agreements that offer JSEB participation subcontracting opportunities.

2. If a change order presents further subcontracting opportunity beyond current subcontracting, the prime contractor shall make positive efforts to further include JSEB participation.

3. The JSEB prime contractor shall perform at least 40% of the total amount of the work to be performed under this Contract with its own workforce. Subletting of any Work under this Contract shall not relieve the JSEB prime contractor of its full responsibility for the proper and timely performance and for its selection of Subcontractor (s).

G. POST AWARD REQUIREMENTS

After the award of the contract, failure on the part of the successful contractor to subcontract with JSEBs at a percentage level equal to or higher than stated on Form 1, may put the contractor in violation and is subject to penalties outlined in Chapter 126, Jacksonville Ordinance Code.

H. PAYMENT OF SUBCONTRACTORS

Prime contractors shall certify in writing that ALL subcontractors and suppliers have been paid for work and materials from previous progress payments received (less any retainage) as a condition precedent to prior to receipt of any further progress payments. Prime contractors shall be obligated to pay subcontractors within 3 days of receipt from the City of funds and must confirm payment to the City. Prime contractor shall have a continuing obligation to pay all subcontractors and suppliers equal to the amount of work and materials furnished on this project at the direction of the prime contractor and for which amount prime contractor includes in its request or application for payment that it submits to the city in order to induce payment for the same; otherwise, within 10 business days after receiving written notice from the city, prime contractor shall return to the city any and all amounts it has been paid by the city that prime contractor failed to pay its subcontractors or suppliers in contradiction to information contained in a corresponding request or application for payment submitted by prime contractor. Additionally, failure to comply with the requirements of this section may result in penalties imposed upon prime contractor, including without limitation those outlined in Chapter 126, Jacksonville Ordinance Code.

I. GOOD FAITH EFFORTS

Bidders who are unable to meet the stated JSEB participation goals set forth herein are required to submit to the Chief of Procurement Division: (i) a Notice of Intent to Submit a Good Faith Effort Statement **at the time of bid opening**; and (ii) a completed Good Faith Effort Form (Form 4) and all supporting documentation, that demonstrates all of the bidder's efforts in the solicitation of subcontractors to meet the JSEB participation goals on this project, which will be evaluated in accordance with the factors outlined in Part 6 Subpart D of Chapter 126, Jacksonville Ordinance Code, including without limitation §§ 126.618.
Failure to submit the Good Faith Effort Statement and supporting documentation at the scheduled bid opening: (i) shall constitute a waiver of any right to have the same considered; and (ii) may result in the bid in question being rejected as non-responsive.

If the JSEB Administrator finds that a bidder/proposer did not make sufficient Good Faith Efforts, the JSEB Administrator shall communicate this finding to the user department and recommend that the bid/proposal be rejected. A bidder/proposer may protest this determination pursuant to the City's bid protest procedures.

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

NOTE: The City will investigate and verify information submitted in determining Good Faith Effort, and, among other factors, will compare the same with the performance of other bidders in their attempt to meet the participation goals defined herein.

J. EXCLUSIONARY AGREEMENTS

Agreements between any bidder/proposer and a JSEB in which the JSEB promises not to provide subcontracting quotations to other bidders are prohibited and may result in both the bidder/proposer and the JSEB being subject to the penalties outlined in Chapter 126, Jacksonville Ordinance Code.

K. JOINT VENTURE SUBMITTAL

For Capital Improvement, contractors submitting as Joint Venture must be certified as a joint venture at the time of bid opening. Information concerning submitting a bid as a Joint Venture may be obtained from the Procurement Division, 214 N. Hogan Street, Suite 800, Jacksonville, FL 32202, (904) 255-8800. Failure to meet the deadline for certification as a Joint Venture may deem a proposal non-responsive.

L. SUBSTITUTIONS

1. The contractor cannot make changes to the Schedule of Participation or substitute subcontractors named in the Schedule of Participation without the Chief's prior written approval based on the Ombudsman's recommendation and JSEB Administrator's compliance review. Unauthorized changes or substitutions shall be a violation of this Chapter and may constitute grounds for rejection of the bid or proposal or cause termination of the executed contract for breach, the withholding of payment and/or subject the contractor to contract penalties or other sanctions. *Sec 126.619 (c)*
2. All requests for changes or substitutions of the subcontractors named in the Schedule of Participation shall be made to the Ombudsman with a copy to the JSEB Administrator in writing, and shall clearly and fully set forth the basis for the request. A contractor shall not substitute a subcontractor or perform the work designated for a subcontractor with its own forces unless and until the Chief approves such substitution in writing. A contractor shall not allow a substituted subcontractor to begin work until the Chief has approved the substitution based on the recommendation of the JSEB Administrator. *Sec 126.619 (c) 1*
3. The facts supporting the request must not have been known nor reasonably should have been known by either party prior to the submission of the Schedule of Participation. Bid shopping is prohibited. The contractor must bring this dispute to the Ombudsman for resolution. *Sec 126.619 (c) 2*
4. The Chief's final decision whether to permit or deny the proposed substitution, and the basis, therefore, will be communicated to the parties in writing by the Chief, with a copy to the CAO. *Sec 126.619 (c) 3*
5. If the City requires the substitution of a subcontractor listed in the Schedule of Participation, the contractor shall undertake Good Faith Efforts to fulfill the Schedule of Participation if the Project Specific Goals would not otherwise be met. If the Goal(s) cannot be reached and Good Faith Efforts have been made, the contractor may substitute with a non-JSEB. *Sec126.619 (c) 4*
6. If a Contractor plans to hire a subcontractor on any scope of work that was not previously disclosed in the Schedule of Participation, the contractor shall obtain the approval of the JSEB Administrator to modify the Schedule of Participation and must make Good Faith Efforts to ensure that JSEBs have a fair opportunity to bid on the new scope of work.
7. Changes to the scopes of work shall be documented by the User Department at the time they arise, to establish the reasons for the change and the effect on achievement of the Project Specific Goal(s).

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

M. JSEB MONTHLY REPORT

A completed JSEB Monthly Report (See Form 3) will be included with each pay request. Prime Contractor is required to maintain records of the JSEB Monthly Reports for three (3) years.

N. CALCULATION OF JSEB PARTICIPATION

1. Credits toward the JSEB goal will be based on the percentage of work actually performed by JSEBs.

2. If a certified JSEB bidder bids as a prime contractor, it will meet the established goal by virtue of being a certified JSEB; nevertheless, JSEBs who bid as prime contractors are encouraged to make every attempt to subcontract with other JSEBs.

3. Subject to the requirements of Part 6 of Chapter 126, Jacksonville Ordinance Code, credit towards the JSEB goal allowed for a joint venture involving a JSEB will be equal to the same percentage as the percentage of ownership and control of the JSEB participants in the joint venture. The eligibility of a JSEB joint venture will be determined on a project-by project basis. A joint venture must be certified as a JSEB joint venture at the time of bid opening in order for the participation of the JSEB partner to be counted towards the JSEB goal requirement. The JSEB partner's share in the ownership, control, management responsibilities, risks and profits of the joint venture must be at least twenty-five percent (25%) and the JSEB partner must be responsible for a clearly defined portion of the work to be performed.

4. The EBO office will accept participation from certified JSEB companies that are certified at the time of bid opening, and that are immediately subordinate to subcontractors and sub-consultants, toward meeting percentage goals.

5. The EBO office will accept 100% of purchase price for materials from JSEB suppliers towards meeting JSEB percentage goals.

O. PENALTIES

Severe penalties, including without limitation those outlines in Chapter 126, Jacksonville Ordinance Code, may apply to non-compliance with the Equal Business Opportunity Program and other violations of applicable federal, state, and local laws statutes, ordinances, rules, and regulations.

P. GOAL

The designation of this project is found in the Solicitation Overview section of this solicitation.

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

JSEB Goals defined.

ENCOURAGEMENT

It is an official policy of the City of Jacksonville to encourage the maximum participation of **Jacksonville Small Emerging Business (JSEB)** in its contract awards based upon availability.

Under the encouragement plan, vendors are required to make all efforts reasonably necessary to ensure that City certified JSEB have a full and fair opportunity to compete for performance on this project.

Bidders/Suppliers/Consultants or any entity doing business with the City shall not discriminate on the basis of race, ethnicity, national origin or gender in the award and performance of the work under this contract.

Please use the attached form 1 (Schedule of Participation) to submit JSEB Participation on this Bid. You may contact the Jacksonville Small & Emerging Business Office at (904) 255-8620 to verify the status of a JSEB or visit our web site at www.JSEB.coj.net.

PARTICIPATION

The following goals apply to this contract and submissions of a bid by a prospective contractor shall constitute full acceptance of all conditions outlined in the bid documents, Chapter 126, Jacksonville Ordinance Code, and the prospective contractor's bid proposal.

The attainment of JSEB participation goals established for this contract will be: (i) based upon JSEBs certified by the City AT THE TIME OF BID OPENING in accordance with Part 6 of Chapter 126, Jacksonville Ordinance Code; and (ii) measured as a percentage of the total dollar value of the contract or, in the case of alternates, the percentage is calculated on the base bid for the purpose of the award; however, the contractor is expected to make every attempt to meet or exceed the stated goals when the alternates are awarded.

SET-ASIDE

It is an official policy of the City of Jacksonville to encourage the maximum participation of **Jacksonville Small Emerging Business (JSEB)** in its contract awards based upon availability. It is the City's intent in adopting this program to reflect the philosophy with regard to enhancing participation of JSEBs in all areas of procurement.

The Set Aside Plan is designated for certified Jacksonville Small Emerging Business participation only pursuant to Ordinance 2004-602-E, Section 126.608 (subsequently revised pursuant to 2005-944-E). All bidders responding must be JSEB certified prior to bid opening.

The JSEB prime contractor shall perform at least 40% of the total amount of the work to be performed under this contract with its own workforce. Notwithstanding this provision, a JSEB prime contractor should be prepared to demonstrate its own experience, licensing, capacity and/or ability to perform 100% of the total amount of the work being solicited, and, for purposes of award, a JSEB prime contractor should not rely upon sub-contractors or sub-consultants to meet any minimum requirements or qualifications. Subcontracting of any work under this contract shall not relieve a JSEB prime contractor of its full responsibility for the proper and timely performance and for its selection of subcontractor(s).

In addition to the bidding requirements specified elsewhere in these contract documents, under the Set Aside Plan, bids will only be accepted from bidders who are certified by the City as a JSEB **AT TIME OF BID OPENING,** in accordance with Chapter 126, City Ordinance Code.

You may contact the Jacksonville Small & Emerging Business Office at (904) 255-8620 to verify the status of a JSEB or visit our web site at www.jseb.coj.net.

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Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

JSEB FORM 1
CITY OF JACKSONVILLE SMALL & EMERGING BUSINESS PROGRAM

SCHEDULE OF JSEB SUPPLIER/ CONSULTANT/ SUBCONTRACTOR

NAME OF BIDDER Thais R. Sullivan - Valley Bank

PROJECT TITLE _____

BID NUMBER _____ TOTAL BASE BID AMOUNT_____

For the purpose of the JSEB Project goals, all bids requiring CCNA will confirm the requirement on Form 1. However, the amount of the scope of service to be performed by the JSEB is not required until the agency has negotiated cost w/the selected firm.

Prior to the selected firm going before the PSEC committee for approval of the negotiated scope and fee package , the firm must list the JSEB vendor(s) and the amount for the scope of service to be performed by the JSEB(s).

***Please list all JSEB Suppliers**

NAME OF SUB FIRM	JSEB (Y/N)	TYPE OF WORK TO BE PERFORMED	TOTAL CONTRACT VALUE
	N/A		

The undersigned acknowledges and agrees that, if any of the above-listed JSEBs are not, for any reason, properly certified with the City, in accordance with Ordinance 2004-602, at the time of bid opening, the same will not be counted toward meeting the participation percentage goal as defined herein.

The undersigned will enter into a formal Agreement with the JSEB Suppliers/Consultants/Subcontractors identified herein for work listed in this schedule, as well as any applicable alternates, conditioned upon execution of a contract with the City of Jacksonville. Under penalties of perjury I declare that I have read the foregoing conditions and instructions and the facts are true to the best of my knowledge and beliefs.

The designation of this project is: Encouragement_____Participation_____Set Aside_____

Signature: _____ Title: _____ Date: _____

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

Signature of Prime Contractor

JSEB FORM 2

LETTER OF INTENT
TO PERFORM AS A SUBCONTRACTOR or SUB-CONSULTANT

_____
(Name of JSEB Supplier/Consultant/Subcontractor)

Name of Project: _____ Bid Number: _____

I, the undersigned, understand that the price below is representative of my intent to perform the scope of work attached. I further understand that this price is subject to increase or decrease due to the City of Jacksonville bid requirements. All work must meet the City of Jacksonville bid specifications.

*Total amount of work to be performed or materials to be supplied, including Sales Tax

*Scope of Work Attached

_____ $_____

_____	_____	_____
Signature of JSEB Supplier/Consultant/ Subcontractor	Title	Date

* For solicitations that are not project specific, such as: misc. services, design build, etc.; "TBD" will not be accepted with the bid submittal on Form 1 and the Letters of Intent at minimum there should be a percentage of JSEB usage. For solicitations that are project specific you will be required to provide a dollar amount on Form 1 and on all Letters of Intent. "TBD" will not be accepted.

This form must be used for Letter of Intent.

Docusign Envelope ID: 1D442516-85C1-48D7-9BF9-A8D9B689E9D9

FORM 3
CITY OF JACKSONVILLE SMALL & EMERGING BUSINESS PROGRAM
FINANCE & ADMINISTRATION DEPARTMENT
CONSULTANT AND CONTRACTOR'S MONTHLY REPORT

PRIME CONTRACTOR NAME:_____ PROJECT TITLE: _____

PROFESSIONAL SERVICES (RFP) NO. _____ -OR- CITY BID NO._____

CURRENT CONTRACT TOTAL AMOUNT $_____ CITY CONTRACT NO. or PO NO._____

INVOICE INFORMATION

INVOICE NO.: _____ CURRENT INVOICE $: _____

FOR PERIOD ENDING DATE: _____ CUMULATIVE INVOICED $: _____

% CONTRACT COMPLETE:

CONTRACT GOAL TRACKING

JSEB SUPPLIER GOAL $: _____ **JSEB SUPPLIER GOAL %:**

PRIOR MONTH CUMULATIVE **JSEB SUPPLIER $**: _____

PRIOR MONTH CUMULATIVE **NON- JSEB SUPPLIER $**: _____

FORMULA FOR CURRENT MONTH %:
CUMULATIVE $ / CUMULATIVE $ INVOICED

CUMULATIVE **JSEB SUPPLIER $**: _____

CUMULATIVE **JSEB SUPPLIER %** : _____

CUMULATIVE **NON- JSEB SUPPLIER $**: _____

CUMULATIVE **NON- JSEB SUPPLIER %** :

JSEB SUPPLIER/ CONSULTANT/ SUBCONTRACTORS TO BE PAID FROM THIS INVOICE

COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE	JSEB TYPE [1]	TYPE OF WORK [2]	$ THIS PAYMENT
				TOTAL	

NON-JSEB SUPPLIER/ CONSULTANT/ SUBCONTRACTORS TO BE PAID FROM THIS INVOICE

COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE	Type	TYPE OF WORK [2]	$ THIS PAYMENT
			N/A		
			N/A		
			N/A		
				TOTAL	

[1] **JSEB** (Jacksonville Small Emerging Business)
[2] **TYPE OF WORK**: Examples: Catering, Clerical, Consulting, Engineering, Hauling, Janitorial, Masonry, Site Clearing, Technical Support, etc.

FOR CITY OF JACKSONVILLE USE ONLY

DATE PROCESSED	DOCUMENT NO.	INDEX CODE – SUBOBJECT - PROJECT NO. - DETAIL	$ THIS PAYMENT

Notes:

1. THIS MONTHLY FORM MUST BE COMPLETED AND SUBMITTED WITH ALL REQUESTS FOR PAYMENT AND FINAL PAYMENT.
2. Contractor shall attach to this form a typewritten explanation of any differences in JSEB participation from original contract commitment.

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JSEB FORM 4
CITY OF JACKSONVILLE SMALL & EMERGING BUSINESS PROGRAM
JSEB GOOD FAITH EFFORT DOCUMENTATION

The intent of this form is to document the good faith effort attempts made by the apparent low bidder in soliciting JSEB firms to meet the JSEB project goal. Please note that the project goal will not be waived, and the contractor must make efforts to achieve the goal throughout the life of the contract.

Every work type where there is a certified JSEB, the apparent low bidder must submit the form as follows:

All information submitted on this form is subject to audit by the JSEB Office

Date Submitted: _____ Bid Number: _____ Agency: _____

Contractor Name: _____ Company Address: _____

City_____ State: _____ Zip code: _____ Phone: _____

Goal Percentage: _____ Commitment Percentage: _____ Unattained Percentage: _____

I certify that the information contained in this good faith effort documentation form is true and correct to the best of my knowledge. I further understand that any willful falsification, fraudulent statement, or misrepresentation will result in appropriate sanctions which may involve debarment and/or prosecution under applicable State and Federal laws.

Bidder/Authorized Representative Signature: _____

Representative Title: _____ Date: _____

Witness: _____ Date: _____

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JSEB FORM 4 (Cont.)
CITY OF JACKSONVILLE SMALL & EMERGING BUSINESS PROGRAM

GOOD FAITH EFFORT DOCUMENTATION

Work Type Number	Description of Work, Service or Material	JSEB Firm Name

Contact Name (First and Last)	Contact Date	Contact Method	Contact Results	Bid Amount
1.				
2.				
3.				

Comments:

Work Type Number	Description of Work, Service or Material	JSEB Firm Name

Contact Name (First and Last)	Contact Date	Contact Method	Contact Results	Bid Amount
1.				
2.				
3.				

Comments:

Work Type Number	Description of Work, Service or Material	JSEB Firm Name

Contact Name (First and Last)	Contact Date	Contact Method	Contact Results	Bid Amount
1.				
2.				
3.				

Comments:

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JSEB FORM 4 (Cont.)
CITY OF JACKSONVILLE SMALL & EMERGING BUSINESS PROGRAM

GOOD FAITH EFFORT REQUIREMENTS

GOOD FAITH EFFORTS

Proposers who fail to meet the stated JSEB participation goals set forth in Section "I" are required to submit with their proposal all efforts that would demonstrate a "Good Faith Effort" in the solicitation of subcontractors to meet the JSEB participation goals on this project.

The following categories, without limitations, may be utilized in considering Good Faith Efforts as outlined in Chapter 126, Jacksonville Ordinance code:

(1) A contact log showing the name, address, and contact number (phone or fax) used to contact the proposed certified subcontractors, nature of work requested for quote, date of contact, person making the effort;

(2) The description of work for which a quote was requested;

(3) The amount of the quote given if one was obtained;

(4) The list of divisions of work not subcontracted and an explanation why not; and

(5) Subcontractor information as requested by forms developed by the Department.

If the JSEB Administrator finds that a bidder/proposer did not make sufficient Good Faith Efforts, the JSEB Administrator shall communicate this finding to the user department and recommend that the bid/proposal be rejected. A bidder/proposer may protest this determination pursuant to the City's bid protest procedures.

NOTE: The City will investigate and verify information submitted in determining Good Faith Effort and will compare the same with the performance of other proposers' attempts to meet the participation goals defined herein.

SOLICITATION EFFORTS - Should include your efforts to solicit quotes, through all reasonable and available means, the interest of all certified firms who have the capability to perform the work of the contract. The bidder should ensure that the requests are made within sufficient time to allow JSEB firms to respond. The contractor should take the initiative to contact firms which have indicated an interest in participating as a subcontractor/supplier.

ADDITIONAL EFFORTS - Utilizing the services offered by the City of Jacksonville Small and Emerging Business Office for assistance with recruitment efforts. Contractors are encouraged to undertake and document any other efforts taken in their attempt to fulfill the project goal.

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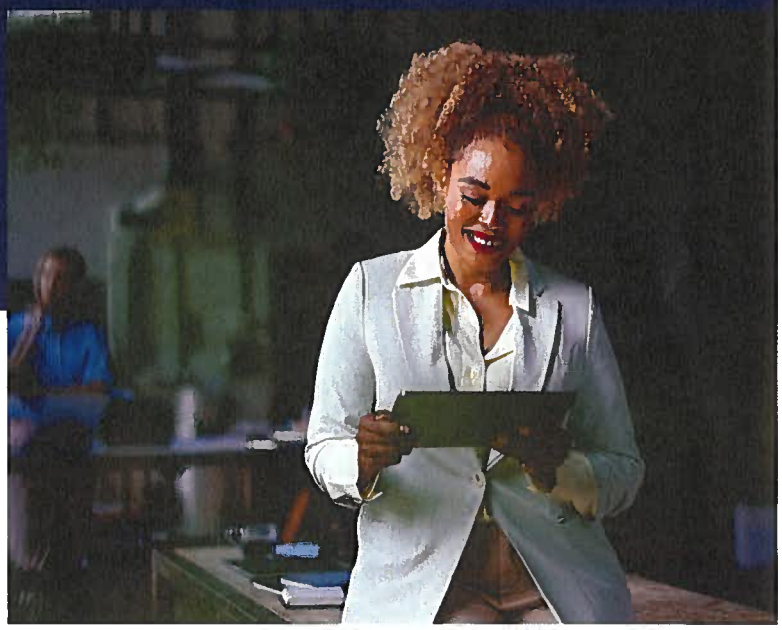
Valley

Small Business Banking

We help businesses start strong and grow with confidence



Your vision drives your business, and we're here to help make your journey smoother. Our Small Business Bankers offer practical tools, quick service, and expert advice tailored to your goals, whether you're starting out or ready to expand. Our banking solutions are simple, secure, and scalable, so you can manage today and prepare for tomorrow.

Checking bundles built for your small business

From solo entrepreneurs to growing teams, our checking bundles include essential tools, fraud protection, and payment solutions to keep finances running smoothly.

- **Basic Business Checking:** For businesses with 1–3 employees needing core banking tools.
- **Advantage Business Checking:** Ideal for moderate transaction volumes.
- **Premier Business Checking:** Designed for larger teams and complex cash management needs.

Lending solutions to fuel business growth

Whether you need short-term flexibility or long-term financing, Valley provides options to help keep your business on track and ready for expansion.

- **Revolving Line of Credit:** Access funds when you need them to manage cash flow or cover unexpected costs.
- **Term Loans:** Structured financing for equipment, expansion, or big investments.
- **Business Credit Cards:** Build credit, manage expenses, and earn rewards.

Focused on small businesses like yours

We help small businesses earning up to $5 million in annual revenue, fewer than 50 employees and an average of 100-700 monthly transactions. We support all stages, from startup banking and credit-building to succession planning.

Let's build something special—together

From "what's first" to "what's next," we offer the financial solutions and expert support to help turn your business goals into reality. Talk to your Valley Small Business Banker to learn more.

Let's connect

Name: Thais R. Sullivan
Title: SVP/Community Lending
1700 Palm Beach Lakes Blvd., #1000
West Palm Beach, FL 33401
Office Phone: 561-616-3106
Cell Phone: 561-252-9002

Email: TSullivan@valley.com
valley.com

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Valley's support for the **St. Petersburg Housing Authority**'s affordable housing project demonstrates our commitment to impactful local leadership and community development. Through the Federal Home Loan Bank of New York's AHP program, we helped secure the first-ever grant in Florida with $1 million to create safe and affordable housing options for seniors in need. The $29 million development of apartment housing in the former Ed White Hospital will include 71 apartments for low-income seniors.

Together with the **Urban League of Broward County's CDFI, Central County Community Development Corporation (CCCDC)**, we supported and funded a small business loan fund tailored for minority- and women-owned small businesses in Broward, Miami-Dade, and Palm Beach Counties. The fund offers low-interest loans ranging from $10,000 to $50,000, providing crucial financial resources for local entrepreneurs. Additionally, our Small Business Bootcamp, conducted in partnership with the Urban League's Entrepreneurship Center, equips entrepreneurs with essential business skills and offers individualized support through Valley's Technical Assistance Service program.

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Community Impact and Outreach

Maintaining a strong tie to the communities we serve is essential to our role as Relationship Bankers. Our associates work and live in these communities – and most importantly, are active in them, helping to promote financial literacy, empower small businesses, and support our community partners working to make a significant impact.

SERVING OUR STAKEHOLDERS

Our work is guided by the four pillars that comprise our CSR strategy. Each of these pillars defines our role as **Community Leaders.** They serve as our guide; underscoring how our associates carry out their work at the Bank, and in how we develop partnerships with community-based organizations in each of our markets.

We are grateful to partner with many community-based organizations that are committed to building thriving, resilient communities. It's their work that is making a true difference – and we are honored to be a small part of it.

The Community Leader	**The Educator**	**The Legacy Builder**	**The Negotiator**
The Problem Solver	**The Advisor**	**The Connector**	

OUR CSR PILLARS

Promoting Affordable Housing
We are promoting affordable housing and empowering individuals to achieve homeownership.

Stimulating Community and Economic Development
We strive to build economic vitality and community well-being by supporting workforce development, financial education, business growth, and improved health and wellness.

Inspiring Innovation and Entrepreneurship
We are committed to promoting economic development by supporting small businesses, which serve as the backbone of our local economies.

Driving Impactful Local Leadership
We are engaging with local nonprofit and civic organizations to drive positive change.

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We are proud to share a sampling of the incredible work that's happening across our footprint.

New Jersey/New York

Valley is a longtime member and active participant across the various programs of the **Federal Home Loan Bank of New York (FHLBNY)**, including the Affordable Housing Program (AHP), the Small Business Recovery Grant Program (SBRG), the Homebuyer Dream Program (HDP), and the Zero Development Advance (ZDA) Program. Through these programs, we help provide grant subsidies, down payment assistance for first-time homebuyers, and grants to support small businesses. In 2024, Valley's AHP submissions resulted in 4 projects that received an aggregate total of $5.8 million in grant subsidies, and the creation and rehabilitation of 325 affordable housing units across New Jersey and New York.

Our Community Lending team partnered with the city of Newark's Economic Development Corporation, **Invest Newark**, to grow its Language of Capital (LOC) program, which provides Newark-based entrepreneurs with support to build business acumen and achieve their goals. Through the LOC program, Valley supported the small businesses and entrepreneurs in Newark's Ironbound neighborhood, which is home to many Portuguese immigrants impacted by poverty, overcrowded schools, and environmental issues. Valley associates worked with program participants to network, increase access to capital, and translate and teach financial literacy.

Valley was able to provide a $1.8 million, 0% interest-rate loan to **Community Access Unlimited (CAU)** in conjunction with FHLBNY's ZDA program, to build group homes to further support and provide critical programs and services to CAU's members. CAU is a New Jersey non-profit organization committed to supporting people with disabilities and at-risk youth. CAU addresses several needs for individuals with disabilities and at-risk youth by providing job readiness training, employment placement, access to education, mental health support, life-skills training, recreation, personal finance and civic engagement support. The organization supports over 3,000 individuals each year.

Valley invested $1 million in New Jersey's 2024-2025 **Neighborhood Revitalization Tax Credit (NRTC)** program, supporting five projects and organizations: Clinton Hill Community Action, Greater Bergen Community Action, the New Jersey Community Development Corporation, Norwescap, and the Perth Amboy Redevelopment Team for Neighborhood Enterprise and Revitalization. Administered by the state Department of Community Affairs (DCA), the NRTC program offers business entities the opportunity to use New Jersey state tax credits toward investments in neighborhood-based non-profit organizations who are actively revitalizing neighborhoods guided by a DCA-approved, resident-driven revitalization plan. Since its inception in 2002, the NTRC program has become one of the most successful public / private programs furthering community development and neighborhood change in New Jersey.

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New Jersey/New York

We have expanded our partnership with the **Business Outreach Center (BOC)**, a Community Development Financial Institution (CDFI), that provides technical assistance and capital to small businesses in the Bronx and Brooklyn. Our partnership includes a specific focus on the BOC's Women's Business Center (WBC), which offers business training, one-on-one counseling, and financing resources to help aspiring female entrepreneurs grow their small businesses. In 2024, two of our associates spent a collective 130 hours providing technical assistance, training, and access to capital to dozens of small businesses.

We are proud to work with the **Long Island Housing Partnership, Inc. (LIHP)**, an organization that provides housing opportunities for those who may not be able to secure safe, quality homes through the regular market. Since 2023, Valley's Head of Residential Mortgage Sales has served on the board of LIHP, providing professional and technical assistance to help further their mission through education and advocacy. In 2024, Valley hosted an education session for first-time homebuyers, helping the 55 attendees learn the importance of credit, grant options, and the mortgage lending process.

Through their Ready, Willing, and Able program, **The Doe Fund, Inc.**, has been a leader in providing financial education, workforce development tools, and comprehensive support services to help individuals impacted by homelessness, addiction, and criminal recidivism. In 2024, Valley associates participated in a four-month pilot program offering financial literacy workshops to folks at The Doe Fund's supportive housing unit, the Peter Jay Sharp Residence in Harlem. The workshops covered a variety of topics including how to create healthy financial habits, paying bills, saving and budgeting, and understanding how to use credit cards. Not only did these sessions empower the participants to better manage their finances, but they became more aware of the importance of financial security. As a result of these sessions, associates contributed a total of 29 hours volunteering with The Doe Fund.

We collaborated with the **Mosholu Montefiore Community Center (MMCC)** to support their Professional Development Days (PDD) – an event that provides full-time and part-time employees of MMCC with educational sessions and networking opportunities. Valley led the financial education workshop sessions and engaged employees in interactive discussions covering saving and budgeting, first-time homebuyer education, and available down payment assistance.

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Florida / Alabama

In 2024, a dedicated team of eight Valley associates volunteered with **Habitat for Humanity of Palm Beach County (Habitat)** to assist the organization in reviewing and processing applications for affordable homeownership. Leveraging the team's banking and lending expertise, Valley helped underwrite 70 Habitat files by calculating income, debt-to-income ratios, credit analysis, and income eligibility. This provided potential applicants the opportunity to acquire new, affordable housing through the Habitat program.

Valley has partnered with **Tampa's Minority Business Accelerator (MBA)** program, which helps Black and Hispanic businesses overcome growth barriers by providing them with greater access to capital and business resources. As part of our partnership, Valley provided educational sessions on the different types of Small Business Administration (SBA) loans, and how to leverage these loans for their success.

Valley became a sponsor of **Goodwill of Southwest Florida's MicroEnterprise Institute**, a program dedicated to helping aspiring entrepreneurs with the necessary skills to succeed in business. Many of the program's participants face significant barriers including unemployment, underemployment, and limited resources. By sponsoring the program, Valley provided participants with financial literacy workshops, teaching them the role that finances play in starting your own business. The program has since become a success, with several of the participants having launched a variety of businesses in the following industries: food and beverage, health and wellness, digital services, and beauty.

Valley is a proud sponsor of **Junior Achievement Alabama's Business Plan Challenge,** an event that provides high school students with a platform to showcase their business acumen. Throughout the year, Valley associates serve as mentors and judges, guiding young entrepreneurs through the intricacies of business fundamentals, creative marketing, and investor pitching. Our involvement underscores our dedication to fostering the next generation of business leaders, as this program enhances the students' understanding of business development, while empowering them to confidently pursue and present their ideas.

We are proud to support two programs from **REV Business Growth**: the Magic City Match program and the Birmingham Open for Business program – both of which provide grants and resources for small businesses with a focus on Black-owned and minority-owned businesses. As a sponsor of both programs, Valley provides free one-on-one counseling for small business owners, offering support in business planning, marketing, real estate consulting, and financing. Our partnership with REV Business Growth in Birmingham exemplifies our commitment to fostering small business growth and strengthening communities through strategic investments and volunteer efforts.

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Community Lending

Small businesses are the backbone of our communities, as they drive economic growth, create employment opportunities, and provide essential resources to local towns. These businesses represent the lifeblood of the communities we serve, and it was incredibly detrimental when they were significantly challenged by the impact of the COVID-19 pandemic. Unfortunately, many of the these pandemic-induced challenges are still prevalent years later.

The vision behind our Community Lending program is to create a financially inclusive environment where every small business owner – especially those who have traditionally not had access to banks – has the opportunity to achieve economic stability and prosperity. In addition, Community Lending offers traditional loan products, with loan amounts as low as $5,000 and the program provides advisory services to help business owners manage their finances and make sound financial decisions.

The program also supports minority-owned and women-owned small businesses overcome challenges including limited access to capital, resources, and professional networks.

Since its inception, the Community Lending program has had a significant impact, fostering economic resilience in the communities we serve. The effects are evident in three core areas:

- **Economic Empowerment:** The program has empowered individuals and businesses to achieve financial independence and stability through increased access to capital and financial education.
- **Job Creation**: The program's small business loans and lines of credit have helped business owners increase employment opportunities.
- **Financial Literacy & Technical Assistance:** Our team has led a series of financial education workshops for community members, helping them make more informed financial decisions and improve the financial health of their businesses.

Through this program, we are tapping into the **Connector** side of our **Relationship Banker** role, bringing business owners tailored financial tools and resources to help them get funding, develop credit profiles, and establish a solid financial footprint. We also serve as a trusted **Advisor** that they can turn to for financial guidance and support, as they map out their business plans and navigate the financial landscape of their market. We are proud to offer financial resources through the Community Lending program that contribute to the economic development and stability of the businesses that help our communities thrive.

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West Palm Beach announces small business, women and minority business recovery assistance program

At WPTV, It Starts with Listening
ADVERTISEMENT

Photo by: WPTV

By: Monica Magalhaes

Posted 6:22 PM, Oct 06, 2021 and last updated 6:25 PM, Oct 06, 2021

WEST PALM BEACH, Fla. — The City of West Palm Beach announced Wednesday it is offering a new loan program to help small businesses and minority-/woman-owned businesses recover from the economic effects of the COVID-19 pandemic.

The program aims to provide eligible businesses with microloans between $5,000 and $20,000 to help them recover from epidemic-related shortfalls.

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Businesses certified by the city as Small Business Enterprise, SBE, and/or Minority/Woman Business Enterprise (MWBE) will be eligible to apply for a 60-month microloan with an interest rate of up to 10%.

Program eligibility requirements for applicants are as follow:

- **Business must be located within the city's jurisdiction,**
- **Be legally authorized to do business within the city by virtue of a valid business license,**
- **Be certified as a SBE and/or M/WBE with the city,**
- **Properties must be free of any city lien encumbrances and code violations,**
- **Property taxes on the property must be current if the business owner is the property owner,**
- **Business must have been opened and be operational for a minimum of 18 months at loan closing,**
- **Business gross annual revenues cannot exceed $1,000,000,**
- **Credit score of over 580 is required to qualify,**
- **Business liquid assets of under $150,000.**

For information on how to do business with the city, click here. To learn more about the program, call 561-822-1273 or TTY 800-955-8771.

If you need more information, please contact regarding this program created by the City of West Palm Beach and Valley Bank, please contact the following:

Mr. Christopher Roog, CEcD, Executive Director,
Community Redevelopment Agency
City of West Palm Beach
401 Clematis Street,
West Palm Beach, FL 33401
(561)822-1550 Ext. 1416
CRoog@wpb.org

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Small Business Low-Interest Loan Funding Program Proposal for the City of Jacksonville
By
Valley Bank

Valley Bank is offering Lines of Credit and Term Loans for businesses referred to our Deerwood Park Branch. We would require the City of Jacksonville to deposit the $650,000 into a money market account. This account will be used to collateralize the loans that will be guaranteed by the City of Jacksonville while receiving interest at the current interest rate. If a referral qualifies without the guarantee the loan will be made without using the collateral. This will allow the $650,000 to be used for those that don't qualify using Valley Bank credit criteria.

Loan amount:	$10,000 to $50,000
Line of Credit Term:	Annual Review for Renewal
Term Loans Term:	up to 36 months
Rate:	+2.00% (above money market rate)
Fees:	Documentation fee: $250 + Doc Stamps ($0.35 per $100) $100.00 Annual Fee (Lines)