2

SUBJECT: PERSONAL EXEMPTIONS AUDIT SERVICE FOR THE DUVAL COUNTY PROPERTY APPRAISER

BID #: ESC-0257-24 **OPEN DATE:** 11/10/2021

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: EVALUATED BID – ONE (1) YEAR FROM DATE OF CONTRACT EXECUTION WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: DUVAL COUNTY PROPERTY APPRAISER

BASIS OF AWARD: HIGHEST SCORE BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (6) **NUMBER RECEIVED:** (1) **OTHER:** (1)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject RFP was opened on 11/29/23 with one (1) response received from Deckard Technologies, Inc.

Recommend approval of award to the only responding firm, Deckard Technologies, Inc. This is a revenue generating project with the awarded supplier receiving 27% of the fees collected minus a 2% administration fee payable to the Duval County Tax Collector's Office. Period of service will be from the date of contract execution through September 30, 2024 with four (4) one (1) year renewal options.

Supplier	Average	Rank
Deckard Technologies, Inc.	100	1

This award shall be executed by formal contract agreement through the Office of General Counsel.

ATTACHMENTS: Recommendation Memo, Attachment B, Evaluation Scoring Matrix, Section 1.3, Previous Award

ANALYST: _____
DAVID KLAGES

RESPECTFULLY SUBMITTED: _____
DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: DESI GREEN, CHIEF FINANCIAL OFFICER, DUVAL COUNTY PROPERTY APPRAISER'S OFFICE

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

OFFICE OF THE PROPERTY APPRAISER

JOYCE MORGAN
DUVAL COUNTY
PROPERTY APPRAISER

231 E. FORSYTH STREET
JACKSONVILLE, FL 32202
(904) 255-5900

December 4, 2023

Dustin Freeman, Chief of Procurement
Procurement Division
Finance & Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202

RE: Request for Authorization to Award (ESC-0257-24)

Dear Dustin:

We have evaluated the lone proposal received for ESC-0257-24 Personal Exemptions Audit Service provided by Deckard Technologies, Inc. We have determined them to be responsive and responsible, and that the terms of the contract are fair and reasonable.

The Property Appraiser's Office hereby requests authorization to award the contract to Deckard Technologies, Inc. according to the terms outlined in the proposal.

If you have any questions, please contact me at the telephone number or email listed below.

Sincerely,

Desi Green, Chief Financial Officer
Duval County Property Appraiser
desig@coj.net
(904) 255-5890

FORM 1 – PRICE SHEET

Form 1
Price Sheet

On this form, please enter your required percentage of the back taxes collected. This shall serve as your fee to the City. **The percentage must be inclusive of all fees incurred by your firm.**

27 % of the back taxes collected shall be retained as our fee to the City of Jacksonville.

25% of back taxes, penalties & interest to Deckard Technologies + 2% to Duval County Tax Collector

Firm: Deckard Technologies, Inc.

Represetnative: Nickolas Del Pego, CEO

Signature: Nickolas Del Pego

Attachment B
Evaluation Matrix

The evaluations will be based upon the following criteria, and Proposers 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 criteria will be evaluated relative to the other responses received and the contract will be awarded to the highest scoring, responsive, responsible bidder for the Evaluation Criteria.

Proposers shall arrange their responses in a format that will offer ready review and evaluation of each criterion. Please note that **100** points is the maximum total of the criteria.

EVALUATION CRITERIA:

1. **COMPETENCE:**

   25 Points Maximum Score

   Describe professional and/or technical education and training; experience in the kind of projects to be undertaken; and availability of adequate personnel. Provide names and resumés of all individuals to be assigned to this project.

2. **FINANCIAL RESPONSIBILITY:**

   25 Points Maximum Score

   Describe form of business, i.e., proprietorship, partnership, corporation; years in business; changes in ownership; bank reference(s); past, present, pending and/or threatened legal proceedings within any forum; and any other information the Contractor may wish to supply to demonstrate financial responsibility. Failure to provide all listed information and documentation will result in a score less than the maximum for this criterion.

3. **PAST AND PRESENT RECORD OF PROFESSIONAL ACCOMPLISHMENTS WITH CITY AGENCIES AND OTHERS:**

   20 Points Maximum Score

   Provide a minimum of three (3) completed projects that are similar in nature and scope to the project under consideration with references to include client's contact person and telephone number. Projects must have been held within the last three (3) years. Describe any outstanding accomplishments that relate to specific services being sought.

4. **CURRENT WORKLOAD:**

   10 Points Maximum Score

   Provide a list of all local, commercial, or government contracts the Contractor currently holds whether the Contractor is the Prime Contractor or a subcontractor. Such list shall include all work for the City of Jacksonville or its various agencies.

5. **FEE (PERCENTAGE OF BACK TAXES COLLECTED):**

   20 Points Maximum Score

   Using Form 1 – Price Sheet, enter your required percentage of the back taxes collected. This shall serve as your fee to the City. The percentage must be inclusive of all fees incurred by your firm. The Contractor with the lowest percentage will receive the maximum number of points.

RESPONSE EVALUATION SCORING MATRIX

Title: Personal Exemptions Audit Service
RFP No.: ESC-0257-24
Close Date: November 29, 2023
Analyst: David Klages
No. Invited: (6) **Received:** (1) **Other:** (0)
Announcer: Renata Barnett
Recorded By: Melissa Pierce

COJ Sub-Committee	Competence (25 Points Max)	Financial Responsibility (25 Points Max)	Past and Present Record of Professional Accomplishments (20 Points Max)	Current Workload (10 Points Max)	Fee: % of Back Taxes Collected (20 Points Max)	Total	Rank
Deckard Technologies, Inc.							
Desi Green	25	25	20	10	20	**100**	**1**
Keith Hicks	25	25	20	10	20	**100**	
Joyce Morgan	25	25	20	10	20	**100**	
Average	**25**	**25**	**20**	**10**	**20**	**100**	

EVALUATION SCORE SHEET

Title: Personal Exemptions Audit Service
RFP No.: ESC-0257-24
Close Date: November 29, 2023
Analyst: David Klages
No. Invited: (6) **Received:** (1) **Other:** (0)
Announcer: Renata Barnett
Recorded By: Melissa Pierce

Evaluation Criteria	Maximum Points	Deckard Technologies, Inc.
Competence	25	**25**
Financial Responsibility	25	**25**
Past and Present Record of Professional Accomplishments with City Agencies and Others	20	**20**
Current Workload	10	**10**
Fee (Percentage of Back Taxes Collected)	20	**20**
Total Points:	**100**	**100**

Sub-Committee Member Name: Desi Green

Signature:

Date: 12/1/2023

EVALUATION SCORE SHEET

Title: Personal Exemptions Audit Service
RFP No.: ESC-0257-24
Close Date: November 29, 2023
Analyst: David Klages
No. Invited: (6) **Received:** (1) **Other:** (0)
Announcer: Renata Barnett
Recorded By: Melissa Pierce

Evaluation Criteria	Maximum Points	Deckard Technologies, Inc.
Competence	25	25
Financial Responsibility	25	25
Past and Present Record of Professional Accomplishments with City Agencies and Others	20	20
Current Workload	10	10
Fee (Percentage of Back Taxes Collected)	20	20
Total Points:	**100**	100

Sub-Committee Member Name: Keith Hicks

Signature: Keith D Hicks

Date: 12/1/23

EVALUATION SCORE SHEET

Title: Personal Exemptions Audit Service
RFP No.: ESC-0257-24
Close Date: November 29, 2023
Analyst: David Klages
No. Invited: (6) **Received:** (1) **Other:** (0)
Announcer: Renata Barnett
Recorded By: Melissa Pierce

Evaluation Criteria	Maximum Points	Deckard Technologies, Inc.
Competence	25	25
Financial Responsibility	25	25
Past and Present Record of Professional Accomplishments with City Agencies and Others	20	20
Current Workload	10	20
Fee (Percentage of Back Taxes Collected)	20	20
Total Points:	**100**	100

Sub-Committee Member Name: Joyce Morgan

Signature: Joyce Morgan

Date: 12-4-23

DCPA also requires the ability to provide detailed pictorial proof of upgrades on properties, dates and conditions around property sales, deep data on frequently rented short-term properties, deep data on long-term rentals claiming homestead exemption, identifying unpermitted remodels, and identifying unpermitted granny flats, garages, etc.

Please see Section 4 for a full description of the services and deliverables required under this RFP.

1.3 Term of Agreement.
The initial term of agreement will commence upon execution of the Contract and will continue through September 30, 2024. Buyer will have the option to renew such agreement for up to four (4) additional one-year renewal options upon satisfactory performance by Contractor. The Contract is subject to early termination as set forth elsewhere in this RFP.

1.4 Minimum Requirements for Contractors.
Contractors must satisfy the following mandatory minimum requirements in order to have their Responses evaluated. By submitting a Response, Contractor warrants and represents 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. Contractor shall provide current proof of all business licenses required by local, state, and federal law as applicable.
2. Contractor must be the publisher or authorized supplier of the software proposed for implementation.
3. Contractor must have at least three (3) years of experience in Personal Exemption Fraud detection and investigation and provide a minimum of three (3) contactable, favorable references (Form 4 - Business References). COJ reserves the right to contact said references.

1.5 Equal Business Opportunity Program.
It is an official policy of the City of Jacksonville to encourage the maximum participation of Jacksonville Small and Emerging Businesses (JSEBs) in its contract awards based upon availability. To participate as a JSEB on Buyer projects, a company must be certified as a JSEB with the City's Equal Business Opportunity Office.
This RFP and the resulting Contract are subject to requirements of the "Encouragement Plan," which is fully described on Attachment C to this RFP.

Contractors may contact Buyer's Equal Business Opportunity Office at (904) 255-8840 or find the JSEB directory on Buyer's website. Please contact the Contact Person identified in Section 1.12 if you are uncertain of Buyer's website address or if you experience problems accessing it.

1.6 Documents Available for Inspection.
N/A.

1.7 Federal Funds.
N/A.

1.8 Pre-Bid Meeting.
N/A.

1.9 Response Due Date.
The deadline for submitting responses to this RFP is **Wednesday, November 29, 2023 at 2:00 p.m. EST.** Please see Sections 2.3 and 2.4 for more details.

1.10 Response Delivery Location.
Responses must be delivered to the following location:

City of Jacksonville
Procurement Division
214 N. Hogan Street, Room 105
Jacksonville, Florida 32202

SUBJECT: PERSONAL EXEMPTIONS AUDIT SERVICE FOR THE DUVAL COUNTY PROPERTY APPRAISER

BID #: ESC-0277-22 **OPEN DATE:** 11/10/2021

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: EVALUATED BID – ONE (1) YEAR FROM DATE OF CONTRACT EXECUTION WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: DUVAL COUNTY PROPERTY APPRAISER

BASIS OF AWARD: HIGHEST SCORE BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (6) **NUMBER RECEIVED:** (1) **OTHER:** (1)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject RFP was awarded to Deckard Technologies, Inc. (contract #220441) for twenty-five percent (25%) compensation of the back-taxes collected. The award should have included a two percent (2%) administration fee payable to the Duval County Tax Collector's Office from the supplier's 25% compensation.

Request approval to amend the award to Deckard Technologies, Inc. to add the 2% administration fee payable to the Duval County Tax Collector's Office from the supplier's 25% compensation.

This is a revenue generating project. This award shall be executed by formal contract amendment through the Office of General Counsel.

ATTACHMENTS: Recommendation Memo, Previous Award

ANALYST: _____ DAVID KLAGES

RESPECTFULLY SUBMITTED: _____ DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Kathleen Collins, Chief Financial Officer, Duval County Property Appraiser's Office

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 10/13/2022

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 10/13/2022

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____ Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No: 2019-02