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City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

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MEMORANDUM

TO: **Competitive Sealed Proposal Evaluation Committee ("CSPEC")**

FROM: **Gregory Pease, Chief of Procurement**

DATE: **August 17, 2022**

RE: **REQUEST FOR APPROVAL TO UTILIZE COMPETITIVE SEALED PROPOSAL PROCESS**

Pursuant to Chapter 126, Part 2, § 126.204, approval is requested to utilize the Competitive Sealed Proposal process to formally procure services for **JFRD MOBILE GATEWAY SOLUTION.** As a follow-up to the same, the CSPEC is now requested to review and approve the solicitation documents attached hereto.

More specifically, the CSPEC is requested to review and approve the evaluation criteria as outlined in the attached Request for Proposal ("RFP"). Procurement's review in this matter has revealed that:

> The attached Certification Letter and the Scope of Services received from the using agency appear to be in order.
>
> The RFP **has been** reviewed and approved by Risk Management regarding insurance and indemnification requirements.
>
> The RFP **has been** reviewed and approved by EBO regarding JSEB participation goals and EBO recommends: Encouragement Program

It is requested that the CSPEC take these issues into consideration in its review and/or approval in this matter.

CSPEC APPROVAL

Finance Director or designee	Procurement Director or designee
General Counsel or designee	Department/Agency Representative
Public Works Director or designee	

Department of Finance and Administration

Procurement Division

CITY OF JACKSONVILLE

July 27, 2022

To: Greg Pease, Division Chief
Procurement Division

From: Dinah Coleman Mason EBO/JSEB Administrator
Sandy Simpson, EBO/JSEB Business Analyst
Jacksonville Small and Emerging Businesses

RE: **JFRD Mobile Gateway Solution**

The Jacksonville Small and Emerging Business & Contract Compliance (JSEB) Office has reviewed the scope of work, consulted the using agency, and contacted ready, willing, and available JSEBs.

Based upon our findings, we recommend the following:

- ☒ Encouragement
- ☐ Participation
- ☐ Set-A-Side

Our outreach efforts are documented and attached. Please let us know if you have any questions or concerns.

I can be reached at (904) 255-8828.

Cc: Ola Ruben
Dinah Mason

INFORMATION TECHNOLOGIES DIVISION

CITY OF JACKSONVILLE

DATE: July 12, 2022

TO: Greg Pease, Chief of Procurement Division

THRU: Kenneth E. Lathrop, Chief of Information Technologies / CIO

FROM: Thomas Ossi, Technology Contract and Records Manager

SUBJECT: **RFP for JFRD Mobile Gateway Solution - CSPEC**

Kenneth E. Lathrop — Digitally signed by Kenneth E. Lathrop Date: 2022.07.13 10:09:12 -04'00'

THOMAS OSSI — Digitally signed by THOMAS OSSI Date: 2022.07.12 17:51:08 -04'00'

The Information Technologies Division (ITD), in conjunction with the Jacksonville Fire and Rescue Department (JFRD) requests approval to proceed with the issuance of an evaluated invitation to bid for a JFRD Mobile Gateway Solution. Due to increased data usage and the need to efficiently manage JFRD apparatuses for mobile data communication.

ITD seeks to solicit suppliers to provide JFRD apparatuses utilizing the Cradlepoint wireless gateway. The RFP is for suppliers to provide a turnkey solution including, installation, configuration, and warranty support services. The term of the agreement will begin upon contract execution, final acceptance and continue for five (5) years to coincide with the manufacturers warranty.

ITD requires suppliers to bid on all the items listed in the Bid Proposal Form. The bid evaluation will be based on a total of 100 points and awarded to the supplier with the highest evaluated points.

The estimated cost for this purchase is $1,180,800.00.

As requested by the Procurement Division, the following is a list of potential suppliers: Miller Electric, Mobile Communications America (MCA), Presidio Networked Solutions, and CDWG.

The bid evaluation committee will consist of:

Evaluation Committee	Agency	Title
William Green	JFRD	JFRD Emergency Systems Technician
Michael Young	ITD	Enterprise Architect Senior
William Costa	ITD	Technology Infrastructure Manager

Your favorable consideration of ITD's request is appreciated.

Funding Source: 11415.194094.564010.010349.00000000.00000

Tracy Geake — Digitally signed by Tracy Geake Date: 2022.07.13 09:56:54 -04'00'

Attachment: Draft RFP

CC: Bill Costa, Technology Infrastructure Manager
Elizabeth Brown, IT Operations Manager
Andre Conyers, IT Contract Administrator
Pieter Jansen, IT Sr. Project Manager
Alex Ciprian, Radio Communications Manager

Ola, Ruben

From: Conyers, Andre
Sent: Thursday, August 25, 2022 10:50 AM
To: Ola, Ruben
Cc: Ossi, Thomas; Brown, Elizabeth; Jansen, Pieter
Subject: FW: Request for Risk Review
Attachments: RISK REDLINED INS. REQ FOR ESC-0438-22 JFRD MOBILE GATEWAY SOLUTION.docx

Ruben,

Please find attached the redlines for the JFRD MOBILE GATEWAY SOLUTION for your review. Thanks

From: Verdejo Magras, Wanda <WVerdejo@coj.net> **On Behalf Of** RiskReview
Sent: Thursday, August 25, 2022 9:52 AM
To: Conyers, Andre <AConyers@coj.net>
Cc: Brown, Elizabeth <ElizabethB@coj.net>
Subject: RE: Request for Risk Review

Greetings,

Thank you for allowing Risk Management an opportunity to review your request.

Risk Management reviewed and **redlined** the Indemnification & Insurance Requirements for

Summary: We only made one edit to the document, adding Cyber Liability to the Insurance Requirements. All else seemed reasonable.

Unless there is any further question, Risk Management concludes the review.

NOTE: Please label all emails correspondence: Subject: JFRD Cradlepoint Mobile Gateway Solution ESC-0438-22 (itd)

Any further questions, please feel free to contact me.

NOTE: All emails sent to Wverdejo@coj.net **&** RiskReview@coj.net

Any further questions, please feel free to contact me.

Cordially,

Wanda Verdejo
Property and Casualty Compliance Administrator
for Risk Management Division
City of Jacksonville
117 West Duval Street, Suite 335
Jacksonville, FL 32202-3381
Phone : 904-255-5314
New Cell : 904-489-5495

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From: Conyers, Andre <AConyers@coj.net>
Sent: Monday, August 22, 2022 10:10 AM
To: RiskReview <RiskReview@coj.net>
Cc: Verdejo Magras, Wanda <WVerdejo@coj.net>; Ehrman, Itzel <IEhrman@coj.net>; Ossi, Thomas <TOssi@coj.net>; Brown, Elizabeth <ElizabethB@coj.net>
Subject: Request for Risk Review
Importance: High

Good morning Risk Team,

Please find attached the request for risk Review for the JFRD (Cradlepoint). Please review Attachment G (Insurance Requirements). Thank you in advance

V/r,

Andre Conyers
IT Contract Administrator
City of Jacksonville/Information Technologies Division
214 N. Hogan Street, 9th Floor
Jacksonville, Florida 32202
Phone: 904-255-8009
Email: aconyers@coj.net