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: **January 27, 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 **HUMAN TRAFFICKING SERVICES.** 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	

City of Jacksonville, Florida

Daryl Joseph, Director

Parks, Recreation and Community Services Department
214 N Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 255-7919
www.coj.net

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MEMORANDUM

December 8, 2021

TO: Greg Pease, Chief

FROM: Johnnetta Moore, Chief
Social Services Division

THRU: Will Evans,
Human Services Planner III

RE: Request for Proposal (RFP) Human Trafficking Victim Assistance Fund FY 2021 – 22

The Social Services Division, as the Administrative Agency for the City of Jacksonville's Human Trafficking Victim Assistance Fund, wishes to solicit proposals from community-based 501 (c) (3) organizations to provide funding that demonstrates innovative strategies to create, expand, or enhance services to human trafficking victims using a multidisciplinary approach to fight human trafficking. Those services could include housing, specialized services and/or innovative ideas designed to reduce human trafficking or respond to the needs of human trafficking victims.

The Social Services Division is recommending that these services be bid to ensure a fair and competitive process for all organizations who wish to apply for funding. The fund will consider human trafficking projects from all approaches to reduce human trafficking, including prevention, housing, advocacy, and reestablishment programs. The primary focus of the fund is to strengthen the evidence around potentially impactful programs that would help end human trafficking. We encourage applications from minority and/or women's organizations.

The project(s) will be for a one-year term with future funding at the discretion of the City of Jacksonville. The amount of funding allocated to provide human trafficking services is $250,000. Qualified agencies awarded funding as a result of this solicitation for proposals will become professional services providers for the City of Jacksonville Social Services Division.

Enclosed is a copy of the Request for Proposal (RFP) with recommendations, certifications, and evaluation of the bids in OneCloud.

Please advise Will Evans at 255 – 3328 / wevans@coj.net of any changes or additions to the RFP and bill account 00111.164006.531090.000000.00000000.00000.0000000 for the necessary services charges.

cc : Will Evans, Human Services Planner III
Ruben Ola, Purchasing Analyst

Ola, Ruben

From: Verdejo Magras, Wanda on behalf of RiskReview
Sent: Thursday, January 27, 2022 12:53 PM
To: Ola, Ruben
Cc: Evans, Willie; Moore, Johnnetta
Subject: Concluded review for Human Trafficking Services
Attachments: RM REVIEW AND REDLINED INS. REQ. ESC-XXXX-22 HUMAN TRAFFICKING SERVICES.doc

Greetings,

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

Risk Management reviewed and did very minor **redlined** to the Indemnification & Insurance Requirements for Human Trafficking Services

Summary: the following are the section where the minor corrections are in red.....

1-

Applicant and its subcontractors (collectively, the "Indemnifying Parties") shall hold harmless, indemnify, and defend the City of Jacksonville and City's members, officers, officials, employees and agents (collectively, the "Indemnified Parties") from and against, without limitation, any and all claims, suits, actions, losses, damages, injuries, liabilities, fines, penalties, costs and expenses of whatsoever kind or nature, which may be incurred by, charged to or recovered from any of the foregoing Indemnified Parties for:

2-

Schedule	Limits
Worker's Compensation	Florida Statutory Coverage
Employer's Liability	$ 100,000 Each Accident
	$ 500,000 Disease Policy Limit
	$ 100,000 Each Employee/Disease

3-

Professional Liability	
Including Medical Malpractice	$2,000,000 Per Claim
	$2,000,000 Aggregate

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

NOTE: Please label all emails correspondence: Subject: Human Trafficking Services (Park)

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: Ola, Ruben <RubenO@coj.net>
Sent: Wednesday, January 26, 2022 2:20 PM
To: Verdejo Magras, Wanda <WVerdejo@coj.net>; RiskReview <RiskReview@coj.net>
Cc: Evans, Willie <WEvans@coj.net>; Moore, Johnnetta <JMoore@coj.net>
Subject: RE: Risk Management Review: RFP for HUMAN TRAFFICKING VICTIM ASSISTANCE FUND

Hi Ms. Wanda,

We made some corrections on the title and it should read as Human Trafficking Services, see updated document.

Department of Finance and Administration

Procurement Division

CITY OF JACKSONVILLE

January 25, 2022

To: Greg Pease, Division Chief
Procurement Division

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

RE: **Human Trafficking Services**

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) 255-8167.

Cc: Ruben Ola
Dinah Coleman Mason