SUBJECT: PIGGYBACK CHARLOTTE COUNTY RFQ #2017000070 FOR RISK MANAGEMENT INFORMATION SYSTEM

BID #: PSC-0506-18 **OPEN DATE: 06/14/2018**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: THREE (3) YEARS FROM CONTRACT EXECUTION

AGENCY: RISK MANAGEMENT DIVISION

BASIS OF AWARD: PIGGYBACK CHARLOTTE COUNTY RFQ #2017000070

NUMBER OF BIDS INVITED: ( ) NUMBER RECEIVED: ( ) OTHER ( )

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to extend the contract with Origami Risk, LLC for three (3) month from July 1, 2020 to September 30, 2020 to align with the City's fiscal year in the increase amount of $160,000.00. Total revised annual estimated expenditure amount is $457,480.00, for a total amount not-to-exceed $902,270.00.

Funding Source: 56301.112001.531090.000000.00000000.00000.0000000 – To be executed by formal contract amendment through Office of General Counsel.

ATTACHMENTS: Recommendation Memo, Vendor Letter/Prices, Previous Award(s)

ANALYST: _____ **RESPECTFULLY SUBMITTED** _____
Annette Burney

for - GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Twane Duckworth, Chief of Risk Management

(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 _____

ONE CITY. ONE JACKSONVILLE.

City of Jacksonville, Florida

Lenny Curry, Mayor

City Hall at St. James
117 W. Duval St.
Jacksonville, FL 32202
(904) 630-CITY
www.coj.net

MEMORANDUM

TO: Gregory Pease, Chairperson, General Government Awards Committee

FROM: Twane Duckworth, Chief of Risk Management

COPY: Annette Leslie-Burney, Purchasing Analyst

Desire Weston, Risk Management Systems Administrator

SUBJECT: Contract 10448 Amd #3 (Origami Risk, LLC)

DATE: May 14, 2020

Contract No. 10448 (the "Contract") with Origami Risk, LLC for Risk Management Information Systems is in its second term which scheduled to expire June 30, 2020. The initial term of this Contract begin in July 1, 2018 to June 30, 2019. This Contract was initially done mid-year to provide an overlapping transitional period in FY18/19 from Risk Management's claims legacy system known as Stars/Clearsight. The City fully transitioned from this legacy and is now seeking to adjust the Origami Contract to align with the City's normal FY for budgeting purposes. Furthermore, this request will address overages incurred during the transitional process and subsequent system enhancements. City Council enacted Ordinance 2020-0145 for the purposes of funding these objectives.

The current maximum indebtedness is $742,270.00 for the Contract as expiring on June 30, 2019. Risk Management is requesting PSEC approval, authorization and ratification to amend the Contract for a three month extension, so it expires on September 30, 2019 in alignment with the City's fiscal year and payment for the overages and system enhancements. In accordance with the attached City Council and MBRC approved Budget Transfer this increases the Contract by One Hundred Sixty Thousand and 00/100 Dollars ($160,000.00) from its current maximum indebtedness of Seven Hundred Forty-Two Thousand Two Hundred Seventy and no/100 Dollars ($742,270.00) for a ***new*** maximum indebtedness of Eight Hundred Ninety-Eight Thousand Four Hundred Eight and 20/100 Dollars ($902,270.00).

The Contract will have one annual renewal remaining. All the remaining terms of the contract will remain the same.

Attachment A – MBRC Approved BT 20-055 for $160,000.00 Origami Budget increase

Budget Transfer Line Item Detail

* This element of the account string is titled project but it houses both projects and grants.

TRANSFER FROM: (Revenue line items in this area are being appropriated and expense line items are being de-appropriated.)

Total: $1,361,843.00

Rev Exp	Fund Title	Activity / Grant / Project Title	Line Item / Account Title	Amount	Accounting Codes							FAMIS		
					Fund	Center	Account	Project *	Activity	Interfund	Future	Indexcode	Subobject	Project
Rev	Insured Programs	Insured Programs	Transfer From Retained Earnings	$1,361,843.00	56301	191001	389020	000000	00000599	00000	0000000	JXSF581	38902	

TRANSFER TO: (Revenue line items in this area are being de-appropriated and expense line items are being appropriated.)

Total: $1,361,843.00

Rev Exp	Fund Title	Activity / Grant / Project Title	Line Item / Subobject Title	Amount	Accounting Codes							FAMIS		
					Fund	Center	Account	Project *	Activity	Interfund	Future	Indexcode	Subobject	Project
Exp	Insured Programs	Risk Management Administration	Other Professional Services	$160,000.00	56301	112001	531090	000000	00000000	00000	0000000	AFRM581AD	03109	
Exp	Insured Programs	Misc. Insured Programs	Premium Paid-Property	$1,144,979.00	56301	112004	545190	000000	00000000	00000	0000000	AFRM581MI	04519	
Exp	Insured Programs	Misc. Insured Programs	Premium Paid-Excess WC Policy	$5,679.00	56301	112004	545210	000000	00000000	00000	0000000	AFRM581MI	04521	
Exp	Insured Programs	Misc. Insured Programs	Premium Paid-Out of State Auto Liab Poli	$28,910.00	56301	112004	545600	000000	00000000	00000	0000000	AFRM581MI	04560	
Exp	Insured Programs	Misc. Insured Programs	Premium Paid-Cyber Liability	$22,275.00	56301	112004	545670	000000	00000000	00000	0000000	AFRM581MI	04567	

SUBJECT: PIGGYBACK CHARLOTTE COUNTY RFQ #2017000070 FOR RISK MANAGEMENT INFORMATION SYSTEM

BID #: PSC-0506-18 **OPEN DATE: 06/14/2018**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: THREE (3) YEARS FROM CONTRACT EXECUTION

AGENCY: RISK MANAGEMENT DIVISION

BASIS OF AWARD: PIGGYBACK CHARLOTTE COUNTY RFQ #2017000070

NUMBER OF BIDS INVITED: ( ) NUMBER RECEIVED: ( ) OTHER ( )

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify period of service from July 1, 2019 through date of award.

Recommend approval of award to add funding for Year 2 with Origami Risk, LLC (contract #10448) for the period of service from date of award through June 30, 2020. Total annual estimated expenditure amount will be $297,480.00, for a revised total award amount not-to-exceed $742,270.00.

Funding Source: AFRM581AD-03109 to be executed by formal contract amendment through Office of General Counsel.

ATTACHMENTS: Recommendation Memo, Vendor Letter/Prices, Previous Award(s)

ANALYST: Marilyn Rudder For Annette Burney **RESPECTFULLY SUBMITTED** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Twane Duckworth, Chief of Risk Management

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 7/18/19

Teresa R Eilhman _____ OTHER: _____

_____ _____

James R. McCain _____

ACTION OF AWARDING AUTHORITY DATE 7/19/19

MK

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

SUBJECT: PIGGYBACK CHARLOTTE COUNTY RFQ #2017000070 FOR RISK MANAGEMENT INFORMATION SYSTEM

BID #: PSC-0506-18 **OPEN DATE: 06/14/2018**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: THREE (3) YEARS FROM CONTRACT EXECUTION

AGENCY: RISK MANAGEMENT DIVISION

BASIS OF AWARD: PIGGYBACK CHARLOTTE COUNTY RFQ #2017000070

NUMBER OF BIDS INVITED: ( ) NUMBER RECEIVED: ( ) OTHER ( )

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the piggyback award with Origami Risk, LLC, via Charlotte County RFQ #2017000070 by $18,030.00 to cover travel cost for Origami Risk representatives to orchestrate the transition of the Risk Management Information System (RMIS) and to add an automated law enforcement report to the RMIS. The total revised expenditure amount not-to-exceed $444,790.00.

Funding Source: AFRM581AD-03109 – To be executed by formal contract amendment through the Office of General Counsel

ATTACHMENTS: Recommendation Memo, Statement of Work/Quote and Previous Award

ANALYST: _____ Annette Burney **RESPECTFULLY SUBMITTED** _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Twane Duckworth, Chief of Risk Management

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 1/17/19

Teresa R. Eilman _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE 1/17/19

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

SUBJECT: PIGGYBACK CHARLOTTE COUNTY RFQ #2017000070 FOR RISK MANAGEMENT INFORMATION SYSTEM

BID #: PSC-0506-18 OPEN DATE: 06/14/2018

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: THREE (3) YEARS FROM CONTRACT EXECUTION

AGENCY: RISK MANAGEMENT DIVISION

BASIS OF AWARD: PIGGYBACK CHARLOTTE COUNTY RFQ #2017000070

NUMBER OF BIDS INVITED: ( ) NUMBER RECEIVED: ( ) OTHER ( )

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to piggyback Charlotte County RFQ #2017000070 with Origami Risk, LLC., to provide a risk management information system. The period of service will be three (3) years from contract execution. The total expenditure requested not-to-exceed $426,760.00.

To be executed by formal contract through the Office of General Counsel and encumbered by account AFRM581AD-03109.

ATTACHMENTS: Recommendation Memo, Risk Management Insurance Approval, Charlotte County RFQ, Charlotte County Contract, Statement of Work

ANALYST: CHELSEY FLEMING RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Twane Duckworth, Chief of Risk Management

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE
MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 6/14/18

Teresa R Eilman

OTHER:

ACTION OF AWARDING AUTHORITY DATE 6/14/18

MR APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of
Executive Order No. 2015-05