City of Jacksonville, Florida

Lenny Curry, Mayor

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

ONE CITY. ONE JACKSONVILLE.

MEMORANDUM

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

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

DATE: **June 14, 2019**

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 **Jacksonville Public Library and the Office of Public Parking Division Camera Security Solution and Integration.** 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

05/21/19 16:09:49
Procurement Division

TO: Greg Pease, Chief of Procurement Division

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

JRP 5/21/19

FROM: Craig Galley, Information Security Officer Craig R. Galley

DATE: May 21, 2019

SUBJECT: RFP FOR CAMERA SECURITY SOLUTION AND INTEGRATION FOR JACKSONVILLE PUBLIC LIBRARIES AND THE OFFICE OF PUBLIC PARKING DIVISION

Information Technologies Division (ITD) requests approval to proceed with issuance of a Request for Proposal (RFP) for the referenced services. ITD is seeking to solicit vendors to obtain pricing commitments for the purchase, installation and integration of camera and video recording hardware at the Jacksonville Public Libraries and the Water Street Garage for the Office of Public Parking.

The period of service for this project will be 12 months following bid award.

Vendors must bid on the services outlined in the RFP. The purchase will be awarded upon selection of the lowest responsive bidder that can provide the requested services. The estimated value for this bid is $1,148,858 which will be funded by the following accounts:

- AFIT531CAM-06429 ($787,639)
- DIPP412PGWS-06429 ($361,219)

Research has revealed that there are several vendors that have the capability to provide this service.

Your favorable consideration of this request is appreciated.

CC: Ray Albury, Assistant Director Facilities Management and Planning JPL Division
Robert Carle, Public Parking Officer
John Proctor, IT Finance Manager

Department of Finance and Administration
Procurement Division

CITY OF JACKSONVILLE

June 4, 2019

To: Greg Pease, Division Chief
Procurement Division

From: Aileen Cruz
Jacksonville Small and Emerging Businesses (JSEB) Business Analyst

RE: **Jacksonville Public Library and the Office of Public Parking Division Camera Security Solution and Integration**

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-Aside %

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

If you need additional information I may be reached at (904) 255-8833.

cc: Ruben Ola

APPROVED
By Ann Willis at 4:47 pm, Jun 11, 2019

Competitive Sealed Proposal Evaluation Committee

PROCUREMENT DIVISION

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RFP SPECIFICATIONS

FOR

Jacksonville Public Library and the Office of Public Parking Division
Camera Security Solution and Integration

Information Technologies Division

BID NO: ESC-XXXX-19

OPEN DATE: TBD

TIME: 2:00 P.M.

PLACE: 1ST FLOOR, ED BALL BUILDING. 214 N. HOGAN ST, STE #110, JACKSONVILLE, FL

MANDATORY PRE-PROPOSAL CONFERENCE:
DATE: TBD
TIME: TBD
LOCATION: TBD

CITY OF JACKSONVILLE
Procurement Division
Ed Ball Building
214 North Hogan Street, Suite 800 (8th Floor)
Jacksonville, Florida 32202
Phone: (904) 255-8800
Fax: (904) 255-8837

Lenny Curry
Mayor

Gregory Pease, Chief
Procurement Division