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SINGLE SOURCE AWARD **BID # SS-14276-23**

Subject: IBM Maximo Managed Support Services

Department: Information Technologies Division

Description of Purchase:

Recommend approval to increase the Single Source Award with IHCS, Inc. D/B/A Maven Asset Management, Inc. for the purchase of additional support services. The supplier has provided a statement of work to provide functionality for the Tivoli application to host a JEA billing module for Public Works. Period of service will remain the same until May 31, 2024. The requested total expenditure not-to-exceed $27,280.00. The revised total award expenditure not-to-exceed $178,172.00.

Funding Source: 53101.113001.534100.000000.00000000.00000.0000000, to be executed by formal contract amendment #1 (City Contract No. 660239-23) through Office of General Counsel and process by purchase order release(s).

Single Source Award To: IHCS, Inc. D/B/A Maven Asset Management, Inc.

Price Justification: See Attached

Total Award: $178,172.00 **Requisition #** FAIT-500663-23

Attachments: Agency Memo, Vendor Quote, Previous Award

Certification as to Single Source: Paul Freeman, Interim Chief of Information Technologies Division/Interim CIO

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

ANALYST: Ruben Ola

Dustin Freeman, Chief Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE***

ACTION OF AWARDING AUTHORITY

DATE: _____

APPROVED _____ **DISAPPROVED** _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

FORM GB-114, Revised 12/2007

INFORMATION TECHNOLOGIES DIVISION

CITY OF JACKSONVILLE

DATE: July 7, 2023

TO: Dustin L. Freeman, Chief of Procurement Division

THRU: Paul Freeman, Interim Chief of Information Technologies / Interim CIO

Paul Freeman Digitally signed by Paul Freeman Date: 2023.07.11 17:16:56 -04'00'

FROM: Thomas Ossi, Technology Contract and Records Manager

Thomas Ossi Digitally signed by Thomas Ossi Date: 2023.07.07 16:56:17 -04'00'

SUBJECT: **SS-14276-23 IBM Maximo Managed Support Services**

Information Technologies Division (ITD) requests approval to increase the Single Source Award SS-14276-23 with IHCS, Inc. dba Maven Asset Management, Inc. for the purchase of additional support services. The supplier has provided a Statement of Work, to provide functionality for the Tivoli application to host a JEA billing module for Public Works. In addition, Tivoli Training will be provided by the supplier for Public Works employees.

The pricing, terms and conditions will remain the same through May 31, 2024. The fee for the Tivoli Support is $27,280.00. The current not to exceed amount is $150,892.00. The new total not to exceed amount will be $178,172.00.

Upon Award approval, ITD will request a formal contract amendment through the Office of General Counsel.

Tracy Geake Digitally signed by Tracy Geake Date: 2023.07.10 11:33:06 -04'00'

Funding Source: 53101.113001.534100.000000.00000000

Your favorable consideration of this request is appreciated.

Attachments: Supplier Statement of Work
Bid # SS-14276-23
City Contract # 660239-23

Cc: Mamta Gupta, Applications and Development Project Manager
Elizabeth Brown, IT Operations Manager
Andre Conyers, IT Contract Administrator

Statement of Work

March 21, 2023

City of Jacksonville

Public Works Tivoli Support 2023-03

Submitted By:
Maven Asset Management
104 Myrtle Ridge Road
Lutz, FL 33549

Aaron Paroulek
Director of Support Services
Tel: (727) 282-4254
Email: aparoulek@mavenasset.com

REVISION HISTORY

Rev. No.	Date	Revised By	Description of Change
0	03/15/2023	A Paroulek	Original
1	03/21/2023	A Paroulek	Add additional data validation item

Submitted To:	
Company Name:	City of Jacksonville
Contact:	Mamta Gupta
Title:	Applications Development Project Manager
Address:	214 N. Hogan Street
City, St, Zip:	Jacksonville, FL 32202
Phone:	904 255 8038
E-Mail:	MGupta@coj.net

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SERVICE DETAILS

Maven will provide IBM Maximo development and training services for City of Jacksonville on a time-and-materials basis. All work is currently planned to occur remotely using email, phone and/or screen sharing tools. Scope of work to include:

- Restore import action to the JEA Meter Billing application:
  - Maven will develop the functionality necessary to allow the Tivoli users to manually reprocess failed imports within the JEA Meter Billing application and perform unit testing.
  - Maven will provide testing support to the Tivoli user identified as the primary point of contact for this functionality.
  - Maven will migrate all configuration changes to each Tivoli environment.
- Add description field to JEA Meter Billing process:
  - Maven will provide requirements-gathering support with the City of Jacksonville, for up to eight (8) hours.
  - Maven will develop the changes related to the new field being added to the monthly file and perform unit testing.
  - Maven will provide testing support to the Tivoli user identified as the primary point of contact for this functionality, up to eight (8) hours.
  - Maven will migrate all configuration changes to each Tivoli environment.
- Provide improved data validation for the JEA Meter Billing process:
  - Maven will review the common errors and issues with the appropriate end-user from City of Jacksonville
  - Maven will recommend validation suggestions to be agreed upon by the appropriate end-user
  - Maven will develop and implement the additional data validations
- Provide additional Tivoli training:
  - Maven will work with the City of Jacksonville to determine the appropriate training points, up to four (4) hours.
  - Maven will work to (a) develop the training plan and presentation, and (b) coordinate the scheduling of the training for up to sixteen (16) hours.
  - Maven will deliver the training plan and presentation, in up to 32 hours.

Maximo's development and training services will be provided at a blended rate on a time and materials basis as listed below.

Service	Est. Hours	Rate (USD)/hr.	Total Cost
JEA Meter Billing Import Development	24	$155	$3,720
New Field to JEA Meter Billing interface	60	155	9,300

JEA Meter Billing Data Validations	40	155	6,200
Tivoli Training	52	155	8,060
Total	**176**		**$27,280**

TERMS AND CONDITIONS

All support offerings are governed by Maven's Master Terms and Conditions.

STATEMENT OF WORK ACCEPTANCE PAGE

Maven Asset Management

_____

Authorized Signature

_____

Name

_____

Title

_____

Date

City of Jacksonville

_____

Authorized Signature

_____

Name

_____

Title

_____

Date

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SINGLE SOURCE AWARD **BID # SS-14276-23**

Subject: IBM Maximo Managed Support Services

Department: Information Technologies Division

Description of Purchase:

Recommend approval of Single Source Award to IHCS, Inc. D/B/A Maven Asset Management, Inc. for the purchase of IBM Maximo Management Support Services, the Maximo upgrade from 7.6.1.2 to 7.6.1.3, and the Maximo Application Suite Upgrade Assessment. Period of service will be from June 1, 2023 through May 31, 2024. The requested total expenditure not to exceed $150,892.00.

Funding Source: 53101.113001.534100.000000.00000000.00000.0000000, to be executed by formal contract through Office of General Counsel and process by purchase order release(s).

Single Source Award To: IHCS, Inc. D/B/A Maven Asset Management, Inc.

Price Justification: See Attached

Total Award: $150,892.00 **Requisition #** FAIT-500512-23

Attachments: Agency Memo, Single Source Form; Vendor Letter, Vendor Quote

Certification as to Single Source: Kenneth Lathrop, Chief of Information Technologies Division/CIO

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

ANALYST: Ruben Ola

Dustin Freeman, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN

DATE 6/1/2023

ACTION OF AWARDING AUTHORITY

DATE: 6/1/23

APPROVED ✓ **DISAPPROVED**

OTHER

SIGNATURE OF AUTHENTICATION

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

FORM GB-114, Revised 12/2007