SINGLE SOURCE AWARD **BID # SS-0253-20**

Subject: PURCHASE OF TEN (10) LICENSES FOR TREPPLOAN DATABASE SERVICES

Department: Property Appraiser

Description of Purchase:
Subject Single Source award was approved on 10/10/19 (contract #603120-20) with Trepp, LLC in the amount of $77,890.68 for the purchase of ten (10) licenses to gain access to the TreppLoan database services for FY20 – FY22.

Recommend approval to add one (1) additional license for the remainder of the contract term. Revised not-to-exceed expenditure amount for FY21 shall be $28,956.00. Revised not-to-exceed expenditure amount for FY22 shall be $29,824.68. Total revised award amount not-to-exceed $83,980.68.

Funding Source: 00191.810002.531090 – To be executed via formal contract amendment through the Office of General Counsel and processed via Purchase Order(s).

Single Source Award To: Trepp, LLC

Price Justification: See attachment

Total Award: $83,980.68 **Requisition #:** N/A

Attachments: Agency Memo, Single Source Form, Draft Amendment from Supplier, Previous Award

Certification as to Single Source: Kathleen Collins, Chief Financial Officer, Property Appraiser – Admin.

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

Analyst: David Klages

Gregory Pease, 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 _____

OFFICE OF THE PROPERTY APPRAISER

JERRY HOLLAND
DUVAL COUNTY
PROPERTY APPRAISER

231 E. FORSYTH STREET
JACKSONVILLE, FL 32202
(904) 630-2011

September 28, 2020

Gregory Pease, Chief of Procurement Division
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

Dear Gregory:

The Duval County Property Appraiser's Office would like to add an additional license to SS-0253-20. This would bring our licenses up to 11, which will grant each Commercial Appraisers access to this service. The need was brought on by filling a position which had been vacant for almost the entirety of FY20. We have the funds available in our budget to cover the cost difference.

Sincerely,

Kathleen Collins
Chief Financial Officer
Office of the Property Appraiser
630-2403 Office
630-2922 Fax
kathleenc@coj.net

SINGLE SOURCE REQUEST

Pursuant to the City of Jacksonville Procurement Code § 126.206 & § 126.312, when requesting a purchase from a vendor subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments.

REQUESTING AGENCY (DEPT./DIVISION): Property Appraiser - Commercial Division

FUNDING SOURCE: 00191.810002.531090

BRIEF DESCRIPTION OF GOODS/SERVICES: Update to SS-0253-20 to add one (1) additional license. Provides licenses to the TreppLoan database, which allows monitoring, benchmarking and analysis of CMBS and non-CMBS assets.

AMOUNT OF PROJECT (attach quote): Additional $3,000.00

PROVIDE A SUMMARY OF THE SCOPE OF GOODS/SERVICES TO BE PROVIDED; IDENTIFY EACH ITEM, COMPONENT OR SERVICE BEING PROCURED (ATTACH QUOTE/PROPOSAL):

Powered by Trepp's CMBS database, TreppLoan will provide loan and property data for customized markets, and comparable groups across the state of Florida. This will provide data to our Commercial Real Estate division, who will use these comparisons for valuations, VAB hearings, lawsuits, etc.

PROVIDE A DETAILED JUSTIFICATION AS TO WHY THE REQUESTED GOODS/SERVICES CAN ONLY BE EFFICIENTLY AND EFFECTIVELY PROCURED THROUGH THE RECOMMENDED SINGLE SOURCE PROVIDER:

Treploan™ is a sole source service distributed, to the best of our knowledge by Trepp, LLC. There is no other service that has the combination of comps, benchmarks, historical financials and numerous proprietary derived fields such as implied cap rate spreads and property sub-types, which, to the best of our knowledge, are solely unique to Treploan.

ASSERT THAT YOU HAVE RESEARCHED THE AVAILABILITY OF THE REQUESTED GOODS/SERVICES FROM OTHER SOURCES IN APPLICABLE MARKETS AND HAVE DISCUSSED AND EVALUATED THE SAME WITH COJ'S PROCUREMENT AND EBO DIVISIONS:

We have researched additional companies and the TreppLoan software is the only one that incorporates the historical financial reporting

Submitted by: Kathleen Collins (Name) — Chief Financial Officer (Title)

Date:

Requesting Agency's Director's Signature:

March, 2017

AMENDMENT NO.1 TO AGREEMENT

This Amendment No.1 to Agreement (this "Amendment No.1") is dated as of October 1, 2020 (the "Amendment No.1 Effective Date") by and between Trepp, LLC ("Trepp") and City of Jacksonville ("Customer").

WHEREAS, Customer and Trepp are parties to that certain Customer Order Form, with respect to subscription of up to ten (10) users of TreppLoan, with a Commencement Date of August 1, 2018 (which Customer Order Form; together with the Standard Terms and Conditions and Addendum No.1 to Standard Terms and Conditions attached thereto ("Addendum No.1") and the Terms of Use referenced therein; is referred to herein as the "Original Agreement"); and

WHEREAS, Customer and Trepp wish to amend certain terms of the Original Agreement.

NOW THEREFORE, in consideration for the mutual covenants herein set forth, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Capitalized terms not defined herein shall have the meanings given to them in the Original Agreement.

2. The Original Agreement is amended to provide that as of the Amendment No.1 Effective Date, Customer subscribes to access and use of TreppLoan for an additional user (such additional subscription, the "Additional User Subscription") at a Monthly Rate of $250, for the total of eleven (11) users of Trepp Loan. For the purposes of clarification, as of the Amendment No.1 Effective Date, the Monthly Rate for up to eleven (11) users of TreppLoan will be $2,413. All other terms and conditions of the Original Agreement shall apply to the Additional User Subscription.

3. Notwithstanding Section 2.2 of the Standard Terms and Conditions of the Original Agreement, the Monthly Rate for the Additional User Subscription will increase by 3% on the first (1st) anniversary of the Amendment No.1 Effective Date. For the purposes of clarification, as of the first (1st) anniversary of the Amendment No.1 Effective Date, the Monthly Rate for up to eleven (11) users of TreppLoan will be $2,485.39.

4. The first sentence of Section 3 (Maximum Indebtedness) of Addendum No.1 is deleted in its entirety and replaced with the following: "The maximum indebtedness of Customer pursuant to the Agreement shall not exceed the sum of EIGHTY THREE THOUSAND NINE HUNDRED EIGHTY AND 68/100 CENTS ($83.980.68)."

5. The last sentence of Section 3 (Maximum Indebtedness) of Addendum No.1 is deleted in its entirety and replaced with the following: "City's obligations under the Agreement are contingent upon the availability of lawfully appropriated funds for the Services and the Agreement; provided, however, that the maximum indebtedness for period October 1, 2019 through September 30, 2020 shall not exceed $25,200.00, the maximum indebtedness for period October 1, 2020 through September 30, 2021 shall not exceed $28,956.00, and the maximum indebtedness for period October 1, 2021 through September 30, 2022 shall not exceed $29,824.68."

6. The term for the Additional User Subscription shall commence as of the Amendment No.1 Effective Date and shall be co-terminus with the Original Agreement (as it may be amended or renewed from time to time).

7. All references in the Original Agreement to "the Agreement" shall be deemed to mean the Original Agreement as amended by this Amendment No.1.

8. Unless otherwise stated in this Amendment No.1, all terms and conditions of the Original Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have signed this Amendment No.1 as of the date first set forth above.

CUSTOMER	**TREPP**
CITY OF JACKSONVILLE	TREPP, LLC
By: _____	By: _____
Name: _____	Name: Annemarie DiCola
Title: _____	Title: Chief Executive Officer

SINGLE SOURCE AWARD **BID # SS-0253-20**

Subject: PURCHASE OF TEN (10) LICENSES FOR TREPPLOAN DATABASE SERVICES

Department: Property Appraiser

Description of Purchase:
Recommend approval of single source award to Trepp, LLC for the purchase of ten (10) licenses to gain access to the TreppLoan database services. Period of service shall be three (3) years from date of contract execution. Monthly licensing fee is $2,100.00 ($25,200.00 annually) for year one (1); $2,163.00 ($25,956.00 annually) for year two (2); and $2,227.89 ($26,734.68 annually) for year three (3). Total not-to-exceed expenditure amount is $77,890.68.

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2019. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for work herein. A written notification will be provided in the event the funds are appropriated.

Funding Source: PACM015-03109 – To be executed via formal contract through the Office of General Counsel and processed via Purchase Order(s).

Single Source Award To: Trepp, LLC

Price Justification: See attachment

Total Award: $77,890.68 **Requisition #:** N/A

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

Certification as to Single Source: Kathleen Collins, Chief Financial Officer, Property Appraiser – Admin.

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

Analyst: David Klages

Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

Teresa R. Eidson
CHAIRMAN

10/10/19
DATE

ACTION OF AWARDING AUTHORITY DATE: 10/10/19

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-113, Revised 12/2007