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 28, 2021**

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 request services for **911 PUBLIC SAFETY DISPATCH CONSOLE SYSTEMS.**

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 Chief or designee
General Counsel or designee	Department/Agency Representative
Public Works Director or designee	

FIRE AND RESCUE DEPARTMENT

June 1, 2021

TO: Gregory Pease, Chief of Procurement

FROM: Keith Powers, Director/Fire Chief

RE: CSPEC Approval of RFP for 911 PUBLIC SAFETY DISPATCH CONSOLE SYSTEMS

The Jacksonville Fire & Rescue Department respectfully requests approval to utilize the Competitive Sealed Proposal Evaluation process to select and contract with a supplier to provide and install Workstation Consoles at the 911 Public Safety Dispatch Centers for both the Jacksonville Fire & Rescue Department and the Jacksonville Sheriff's Office. The design and materials for these centers is a critical component and award cannot not be limited to price alone.

The purpose of this request is to modernize the current communications center console workstations and will replace existing furniture that has reached end of life, enhance the Telecommunicator's ergonomic interface, properly address current and future technology integration requirements and enhance the room aesthetic.

Attached for your review is the prepared RFP draft that includes the Scope of Services being requested, Supplier Qualifications and the Evaluating Criteria

Funding Source: 32111.127001.565051.001362.000000.00.00000.0000000

If you have any questions, please contact Cindy Davis at (904) 255-3265.

KP/cad/dp

Department of Finance and Administration

Procurement Division

CITY OF JACKSONVILLE

June 21, 2021

To: Greg Pease, Division Chief
Procurement Division

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

RE: 911 Public Safety Dispatch Console System

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: Olive Wallace-Cohen
Dinah Coleman-Mason

214 N. Hogan Street, Suite 800 | Jacksonville, FL 32202 | Phone: 904.255.8840 | Fax: 904.255.8842 | www.jseb.coj.net

Wallace Cohen, Olive

From:	Verdejo Magras, Wanda on behalf of RiskReview
Sent:	Thursday, June 24, 2021 12:47 PM
To:	Wallace Cohen, Olive
Cc:	Hertlein, Tami; Pearson, Daniel
Subject:	CONCLUDED REVIEW ON 911 Public Safety Dispatch Console Systems
Attachments:	RM REVIEW AND REDLINED 911 Public Safety Dispatch Console Systems.doc

Greetings,

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

Risk Management reviewed and **redlined** the Indemnification & Insurance Requirements for 911 Public Safety Dispatch Console Systems

Risk Management concludes the review.

Any further questions, please feel free to contact me.

please label all emails correspondence: Subject- 911 Public Safety Dispatch Console Systems

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: Wallace Cohen, Olive
Sent: Wednesday, June 23, 2021 9:20 AM
To: RiskReview
Cc: Hertlein, Tami; Verdejo Magras, Wanda; Pearson, Daniel
Subject: RISK REVIEW

Good Day:

Please see attached for your review and response.

Thanks in advance.

Regards,

Olive Wallace-Cohen
Purchasing Analyst
214 N. Hogan Street (8th Floor)
Jacksonville, FL 32202
Phone: 904-255-8816
E-mail: OWCohen@coj.net

CITY OF JACKSONVILLE

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