SUBJECT: FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT

BID #: ESC-0405-21 **OPEN DATE: 2021-06-23**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: COMPETITIVE SEALED PROPOSAL SUPPLY CONTRACT – PERIOD OF SERVICE WILL BE FROM THE DATE OF AWARD THROUGH SEPTEMBER 30, 2021, WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PARKS, RECREATION AND COMMUNITY SERVICES

BASIS OF AWARD: TO THE HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 62 **NUMBER RECEIVED:** 3 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the first of four (4) one (1) year renewal options with The Pollock Group, LLC for FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT. Period of service will be from October 1, 2021 through September 30, 2022. The requested annual expenditure not to exceed $52,000.00. The revised total award not to exceed $104,000.00.

Funding Sources: 00113.133101.549040.000000.00001328.00000.0000000
00113.133101.548010.000000.00001328.00000.0000000
10302.133101.549006.000000.00000000.00000.0000000
To be executed by purchase order(s).

Attachments: Recommendation Memo, Vendor Letter, Previous Award

ANALYST: _____
RUBEN OLA

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Daryl T. Joseph, Director, Parks, Recreation and Community Services Department

---

(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 _____

City of Jacksonville, Florida

Daryl T. Joseph, Director

Parks, Recreation and Community Services Department
214 N Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 255-7907
www.coj.net

ONE CITY. ONE JACKSONVILLE.

September 15, 2021

MEMORANDUM

TO: Greg Pease, Chief
Procurement Division

FROM: Daryl T. Joseph, Director
Parks, Recreation and Community Services Department

RE: **FY22 The Pollock Group, LLC for ESC-0405-21/POA-71167-21 Florida Georgia Website Design, Implementation, and Management 1st Renewal Request**

The Department of Parks, Recreation and Community Services, Division of Sports and Entertainment, would like to utilize the first annual renewal option or four (4), one (1) year renewal options for ESC-0405-21/POA-71167-21 with the Pollock Group, LLC for the Florida Georgia Website Design, Implementation and Management services. Period of service will be from October 1, 2021, through September 30, 2022.

Attached is a written agreement from the supplier exercising the renewal option at the same price, terms, and conditions.

Total annual expenditures are not expected to exceed $52,000 with a total award not expected to exceed $104,000. Services are to be procured with Purchase Orders Releases from the assigned Purchase Order Agreement POA-71167-21.

Funding Sources: 00113.133101.549040.000000.00001328.00000.0000000
00113.133101.548010.000000.00001328.00000.0000000
10302.133101.549006.000000.00000000.00000.0000000

JMK

CC: Jennifer Malice Kelly, Sports and Entertainment Accounting Manager
Rene'e Harriman, Parks Finance Manager

POLLOCK GROUP
TURNING YOUR IDEAS INTO SOLUTIONS

1225 W Beaver St
#204-A1
Jacksonville, FL

September 14, 2021

Brent Fine
City of Jacksonville
Division of Sports & Entertainment
214 N. Hogan Street, Floor 4
Jacksonville, FL 32202

Dear Brent,

Please be advised that I, on behalf of Pollock Group Solutions LLC, do hereby express our wish to exercise our renewal option of ESC-0405-21/POA-71167-21. Under the renewal, I confirm pricing will be kept effective from the date of the award through the end of the renewed term.

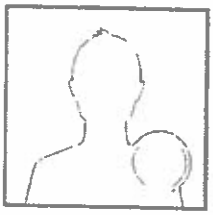
Thank you,

Mincy Pollock
President, Pollock Group

Signature Certificate

Document Ref.: GQ88S-TBZUW-XR6SR-MJKHF

Document signed by:



Mincy Pollock

Verified E-mail:
mpollock@mpcorporations.com

05.206.192.87 | 15 Sep 2021 20:15:18 UTC

Document completed by all parties on:
15 Sep 2021 20:15:18 UTC

Signed with PandaDoc.com

PandaDoc is a document workflow and certified eSignature solution trusted by 25,000+ companies worldwide.

ADMINISTRATIVE AWARD
BID NO.: ESC-0405-21

DESCRIPTION OF GOODS/SERVICES:
Recommend approval to reject the bids of 20 Twenty Creative, LLC and Windgard, LLC for not meeting the requirement to be a certified Jacksonville Small Emerging Business (JSEB) for this solicitation.

Recommend approval of award to the highest scoring responsive, responsible bidder The Pollock Group, LLC in the amount of $52,000.00 for FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT. Period of service will be from date of award through September 30, 2021, with four (4) one (1) year renewal options.

Funding to be encumbered by various accounts. To be executed by formal contract through Office of General Counsel.

FOR AGENCY/DEPARTMENT: Parks, Recreation and Community Services Department

REQUISITION: N/A

NUMBER FIRMS SOLICITED: 62 **NUMBER FIRMS BIDDING:** 3

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION: N/A

RECOMMEND AWARD TO: The Pollock Group, LLC

CONCURRENCE BY: Daryl T. Joseph, Director, Parks, Recreation and Community Services Department

PRICE: $52,000.00 **TERMS:** Net 30

REASON FOR NOT ACCEPTING LOW BID: N/A

Buyer

Manager of Purchasing Services

7/12/2021
Date

14 JUL 2021
Date

APPROVAL:

Gregory Pease, Chief, Procurement Division

7/15/21
Date

ONE CITY. ONE JACKSONVILLE.

City of Jacksonville, Florida

Daryl T. Joseph, Director

Parks, Recreation and Community Services Department
214 N Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 255-7907
www.coj.net

July 2, 2021

MEMORANDUM

TO: Greg Pease, Chief
Procurement Division

FROM: Daryl T. Joseph, Director
Parks, Recreation and Community Services Department

RE: **ESC-0405-21 Florida Georgia Website Design, Implementation, and Management Bid Recommendation**

In response to the solicitation for bids on ESC-0405-21 Florida Georgia Website Design, Implementation, and Management, The Procurement Division received responses from three (3) bidders, The Pollock Group, LLC, 20Twenty Creative, LLC and Wingard, LLC and forwarded the results to Parks, Recreation and Community Services Department, Division of Sports and Entertainment, to review for grading and recommendations. The Jacksonville Small and Emerging Business (JSEB) Office made a recommendation based on the review for compliance with the Jacksonville Small & Emerging Business program in which disqualified the participation and bid submissions from 20Twenty Creative, LLC and Wingard, LLC for not meeting the goal of utilizing 100% JSEB.

The Department of Parks, Recreation and Community Services, Division of Sports and Entertainment respectfully requests the Procurement Division grant an award to The Pollock Group, LLC for ESC-0405-21 Florida Georgia Website Design, Implementation, and Management.

Total expenditures are not expected to exceed $52,000 and are to be contracted with The Pollock group, LLC and the City of Jacksonville in which services to be procured with Purchase Orders.

Funding Source: 00113.133101.549040.000000.00001328.00000.0000000
00113.133101.548010.000000.00001328.00000.0000000
10302.133101.549006.000000.00000000.00000.0000000

JMK

CC: Jennifer Malice Kelly, Sports and Entertainment Accounting Manager
Rene'e Harriman, Parks Finance Manager

BID TABULATION SHEET

TITLE: FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT

BID NO: ESC-0405-21
OPEN DATE: 06/23/2021
PURCHASING ANALYST: RUBEN OLA
NO. INVITED: (62) No. Received: (3) No Bids: (0)
RECORDED BY: R. BARNETT, BID ANNOUNCER: P. MITCHELL

	POLLOCK GROUP LLC	WINGARD, LLC	20 TWENTY CREATIVE, LLC
ITEM #1 INITIAL SITE DESIGN AS OUTLINED (1 EACH)	$10,000.00		
ITEM #2 ONE-YEAR HOSTING WITH SSL (NOT INCLUDING DOMAINS) (1 EACH)	$2,000.00		
ITEM #3 WEBSITE DEVELOPMENT AND DESIGN (200-HR)	$40,000.00		
TOTAL PRICE	$52,000.00		

ITEM NO.	DESCRIPTION	POINTS			
1	COMPETENCY: Summary of your company, including why your company is best suited for this project (no more than 1 page) Summary of developer, design, copy writing or other staff member skills/accomplishments of those who will be working on this project (no more than ½ page per staff person). Maximum of twenty (20) points total. Insufficient responses will be awarded zero (0) points.	20	16.67		
2	PAST PERFORMANCE: Links to three similar website projects your company has completed within the last 24-months. This may include websites your company made major updates to or new websites. Three (3) letters of reference from similar projects Maximum of twenty (20) points total. Insufficient responses will be awarded zero (0) points.	20	11.66		
3	ABILITY: Review and evaluation of digital wireframe or mockup of site pages, including not limited to: 1. Homepage (Required) 2.Duuuval's Bold City Bash OR Game Day (Required to submit 1 of these for review) 3.Supplier may choose to provide digital wireframes or mockups of additional site pages See Exhibit B for resources.	20	14.00		
4	TOTAL PRICE/Form 1 (The contractor submitting the lowest cost to the City shall receive the maximum number of points for cost, 40 points. Each subsequentially higher cost shall be divided into the lowest cost received and the products score percentage will be multiplied by the maximum points available to render the points.) Score = (Lowest Bid/The Bid) X 40	40	35.02		
	Total Points	100	77.35		
	Minimum Requirements:		✓	Not met. Not a JSEB	Not met Not a JSEB
	Business/Corporate References:		✓	✓	✓
	Insurance Agent Acknowledgement Form:		✓	✓	✓
	Conflict of Interest:		✓	✓	✓
	Addendums (1):		✓		
	COMMENTS:			Bid Rejected	Bid Rejected

SCORING MATRIX ESC-0405-21

FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT

Total Points	20 Points	20 Points	20 Points	40 Points	OVERALL	Rank
Criteria	COMPETENCY: Summary of your company, including why your company is best suited for this project (no more than 1 page) Summary of developer, design, copy writing or other staff member skills/accomplishments of those who will be working on this project (no more than ½ page per staff person). Maximum of twenty (20) points total. Insufficient responses will be awarded zero (0) points.	PAST PERFORMANCE: Links to three similar website projects your company has completed within the last 24-months. This may include websites your company made major updates to or new websites. Three (3) letters of reference from similar projects Maximum of twenty (20) points total. Insufficient responses will be awarded zero (0) points.	ABILITY: Review and evaluation of digital wireframe or mockup of site pages, including not limited to: 1. Homepage (Required) 2.Duuuval's Bold City Bash OR Game Day (Required to submit 1 of these for review) 3.Supplier may choose to provide digital wireframes or mockups of additional site pages See Exhibit B for resources.	TOTAL PRICE/Form 1 (The contractor submitting the lowest cost to the City shall receive the maximum number of points for cost, 40 points. Each sub-sequentially higher cost shall be divided into the lowest cost received and the products score percentage will be multiplied by the maximum points available to render the points.) Score = (Lowest Bid/The Bid) X 40	Total Points (100)	
POLLOCK GROUP LLC						
Reviewer 1 Brent Fine	20.00	7.00	14.00	40.00	81.00	
Reviewer 2 Paola Lorenzo	20.00	18.00	18.00	40.00	96.00	
Reviewer 3 Jordyn Middleton	10.00	10.00	10.00	25.05	55.05	
Average	16.67	11.00	14.00	35.02	17.35	1.00
WINGARD, LLC						
Reviewer 1 Brent Fine	N/A	N/A	N/A	N/A		
Reviewer 2 Paola Lorenzo	N/A	N/A	N/A	N/A		
Reviewer 3 Jordyn Middleton	N/A	N/A	N/A	N/A		
Average						
20 TWENTY CREATIVE, LLC						
Reviewer 1 Brent Fine	N/A	N/A	N/A	N/A		
Reviewer 2 Paola Lorenzo	N/A	N/A	N/A	N/A		
Reviewer 3 Jordyn Middleton	N/A	N/A	N/A	N/A		
Average						

Department of Finance and Administration
Procurement Division

CITY OF JACKSONVILLE

June 30, 2021

To: Gregory A. Pease, Chief
Procurement Division

From: Dinah Coleman Mason, EBO/JSEB Administrator
Aileen Cruz, EBO/JSEB Business Analyst ac
Jacksonville Small & Emerging Business Office (JSEB) & Contract Compliance Office

Re: **ESC-0405-21 – Florida-Georgia Website Design, Implementation, And Management**

The Jacksonville Small & Emerging Business (JSEB) Office has reviewed the low bidder/proposer for compliance with the Jacksonville Small and Emerging Business (JSEB) program. Based upon the review, and the areas of certification, the lowest bidder/proposer is **20 Twenty Creative, LLC**, DOES NOT meet the goal of utilizing **100%** JSEB. 20 Twenty Creative, LLC, is not a JSEB.

The Jacksonville Small & Emerging Business (JSEB) Office has reviewed the second lowest bidder/proposer for compliance with the Jacksonville Small and Emerging Business (JSEB) program. Based upon the review, and the areas of certification, the lowest bidder/proposer is **The Pollock Group LLC**, with a bid of **$52,000.00** which meets the goal of utilizing **100%** JSEB.

Our review efforts are documented and available upon request. Please let us know if you have any questions or concerns. I can be reached at (904) 255-8828.

cc: Ruben Ola
Dinah L. C. Mason

Ola, Ruben

From: Joseph, Daryl
Sent: Thursday, July 1, 2021 5:07 PM
To: Malice-Kelly, Jennifer; Coleman Mason, Dinah; Cruz, Aileen
Cc: Ola, Ruben; Coleman-Moss, Elexia; Freeman, Dustin; Fine, Brent; Hartwich, April
Subject: Re: For JSEB Compliance Evaluation Review: ESC-0405-21 FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT MENT

Jennifer:

I spoke with Ms., Mason on this today. Please get with me on the details in the morning.

Thank you,

Daryl Joseph

From: Malice-Kelly, Jennifer <JMalice@coj.net>
Sent: Thursday, July 1, 2021 4:15 PM
To: Coleman Mason, Dinah <DinahM@coj.net>; Cruz, Aileen <ACruz@coj.net>
Cc: Ola, Ruben <RubenO@coj.net>; Coleman-Moss, Elexia <ECMoss@coj.net>; Freeman, Dustin <DustinF@coj.net>; Fine, Brent <BFine@coj.net>; Hartwich, April <AHartwich@coj.net>; Joseph, Daryl <DJoseph@coj.net>
Subject: RE: For JSEB Compliance Evaluation Review: ESC-0405-21 FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT MENT

Including Daryl.

From: Malice-Kelly, Jennifer
Sent: Thursday, July 1, 2021 1:46 PM
To: Coleman Mason, Dinah <DinahM@coj.net>; Cruz, Aileen <ACruz@coj.net>
Cc: Ola, Ruben <RubenO@coj.net>; Coleman-Moss, Elexia <ECMoss@coj.net>; Freeman, Dustin <DustinF@coj.net>; Fine, Brent <BFine@coj.net>; Hartwich, April <AHartwich@coj.net>
Subject: RE: For JSEB Compliance Evaluation Review: ESC-0405-21 FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT MENT

Thank you Dinha
I would just like to clarify we are able to start grading between Pollock and Wingard to determine the best qualified bidder?

Thank You,

Jennifer Malice Kelly
Accounting Manager
City of Jacksonville | Sports & Entertainment
214 North Hogan Street, 4th Floor
Jacksonville, FL 32202
904.255.5426 (o) | 904.300.4865 (c)
JMalice@coj.net

From: Coleman Mason, Dinah <DinahM@coj.net>
Sent: Thursday, July 1, 2021 1:36 PM
To: Malice-Kelly, Jennifer <JMalice@coj.net>; Cruz, Aileen <ACruz@coj.net>
Cc: Ola, Ruben <RubenO@coj.net>; Coleman-Moss, Elexia <ECMoss@coj.net>; Freeman, Dustin <DustinF@coj.net>; Fine, Brent <BFine@coj.net>; Hartwich, April <AHartwich@coj.net>
Subject: RE: For JSEB Compliance Evaluation Review: ESC-0405-21 FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT MENT

Kelly,

No, it doesn't.

Dinah

Sent from my Verizon, Samsung Galaxy smartphone

-------- Original message --------
From: "Malice-Kelly, Jennifer" <JMalice@coj.net>
Date: 6/30/21 8:06 PM (GMT-05:00)
To: "Cruz, Aileen" <ACruz@coj.net>
Cc: "Ola, Ruben" <RubenO@coj.net>, "Coleman Mason, Dinah" <DinahM@coj.net>, "Coleman-Moss, Elexia" <ECMoss@coj.net>, "Freeman, Dustin" <DustinF@coj.net>, "Fine, Brent" <BFine@coj.net>, "Hartwich, April" <AHartwich@coj.net>
Subject: Re: For JSEB Compliance Evaluation Review: ESC-0405-21 FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT MENT

Does the Wingard BID and compliance with JSEB need to be listed on this memo prior to our agency's grading to commence?

Thank you, Jennifer Malice

On Jun 30, 2021, at 4:20 PM, Cruz, Aileen <ACruz@coj.net> wrote:

Good Afternoon,

The EBO Office has reviewed this project and attached is our letter of concurrence.

Sincerely,

Aileen Cruz

Business Analyst
City of Jacksonville | Equal Business Opportunity Office
Jacksonville Small & Emerging Business Program
214 N Hogan St. Suite 800
Jacksonville, Fl. 32202
904-255-8828 office
904-255-8842 fax

<image003.jpg>
ONE CITY. ONE JACKSONVILLE.

From: Malice-Kelly, Jennifer <JMalice@coj.net>
Sent: Wednesday, June 30, 2021 2:11 PM
To: Ola, Ruben <RubenO@coj.net>; Coleman Mason, Dinah <DinahM@coj.net>; Coleman-Moss, Elexia <ECMoss@coj.net>; Cruz, Aileen <ACruz@coj.net>
Cc: Freeman, Dustin <DustinF@coj.net>; Fine, Brent <BFine@coj.net>; Hartwich, April <AHartwich@coj.net>
Subject: RE: For JSEB Compliance Evaluation Review: ESC-0405-21 FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT MENT

Good Afternoon,

We are requesting a possible timeline of when we should be expecting this review recommendation from EBO as this is a time sensitive RFP request based on Event timelines?

Thank You,

Jennifer Malice Kelly
Accounting Manager
City of Jacksonville | Sports & Entertainment
214 North Hogan Street, 4th Floor
Jacksonville, FL 32202
904.255.5426 (o) | 904.300.4865 (c)
JMalice@coj.net

<image004.png>

From: Ola, Ruben <RubenO@coj.net>
Sent: Tuesday, June 29, 2021 5:02 PM
To: Malice-Kelly, Jennifer <JMalice@coj.net>; Coleman Mason, Dinah <DinahM@coj.net>; Coleman-Moss, Elexia <ECMoss@coj.net>; Cruz, Aileen <ACruz@coj.net>
Cc: Freeman, Dustin <DustinF@coj.net>; Fine, Brent <BFine@coj.net>; Hartwich, April

<AHartwich@coj.net>
Subject: RE: For JSEB Compliance Evaluation Review: ESC-0405-21 FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT MENT

Hi Jen,

I'm still waiting for EBO review and recommendation before moving forward to your agency review and evaluation. Nevertheless, attached are the supplemental document.

Sincerely,

Ruben Ola, Purchasing Analyst
City of Jacksonville
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Phone: 904.255.8823
Fax: 904.255.8837
Email: rubeno@coj.net
<image005.jpg>
One City. One Jacksonville.

From: Malice-Kelly, Jennifer <JMalice@coj.net>
Sent: Tuesday, June 29, 2021 3:51 PM
To: Ola, Ruben <RubenO@coj.net>; Coleman Mason, Dinah <DinahM@coj.net>; Coleman-Moss, Elexia <ECMoss@coj.net>
Cc: Freeman, Dustin <DustinF@coj.net>; Fine, Brent <BFine@coj.net>; Hartwich, April <AHartwich@coj.net>
Subject: RE: For JSEB Compliance Evaluation Review: ESC-0405-21 FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT MENT

Ruben,
Could you provide page 48 the pricing sheets from all suppliers?

Jennifer Malice Kelly
Accounting Manager
City of Jacksonville | Sports & Entertainment
214 North Hogan Street, 4th Floor
Jacksonville, FL 32202
904 255 5426 (o) | 904 300 4865 (c)
JMalice@coj.net
<image004.png>

From: Ola, Ruben <RubenO@coj.net>
Sent: Friday, June 25, 2021 3:07 PM
To: Coleman Mason, Dinah <DinahM@coj.net>; Coleman-Moss, Elexia <ECMoss@coj.net>
Cc: Freeman, Dustin <DustinF@coj.net>; Malice-Kelly, Jennifer <JMalice@coj.net>
Subject: For JSEB Compliance Evaluation Review: ESC-0405-21 FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT MENT

Good Afternoon,

In reference to the above subject project, attached are the electronic copies of solicitation document, contractor's proposal and bid tabulation sheet for JSEB Compliance Evaluation Review.

If you have questions or need additional information, I can be reached at (904) 255-8823 or e-mail at rubeno@coj.net.

Thank you.

Ruben Ola, Purchasing Analyst
City of Jacksonville
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Phone: 904.255.8823
Fax: 904.255.8837
Email: rubeno@coj.net

<ESC-0405-21 – Florida-Georgia Website Design, Implementation, And Management.pdf>

REQUEST FOR PROPOSAL

FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT

For

City of Jacksonville, Florida

SECTION 1
(Specific Information Regarding this RFP)

1.1 Introduction

The City of Jacksonville ("**Bu yer**") intends to hire a firm ("**Contractor**") to provide the services described in Section 1.2 of this Request for Proposal ("**RFP**"). Persons interested in submitting a response to this RFP (a "**Response**") should carefully review this RFP for instructions on how to respond and for the applicable contractual terms. This RFP is divided into the following sections:

Section 1	Specific Information Regarding This RFP
Section 2	General Instructions
Section 3	General Terms and Conditions of Agreement
Section 4	Description of Services (if referenced in Section 1.2 below)
Exhibit A	List of Current Site
Exhibit B	Link to access Florida Georgia brand, logos, photos and Web Analytics for 2019
Attachment A	Response Format
Attachment B	Evaluation Criteria
Attachment C	Equal Business Opportunity Program (Set-Aside Plan For Jacksonville Small and Emerging Business Program)
Attachment D	Service Contract
Attachment E	Disqualified/Probationary Vendors List
Attachment F	Indemnification
Attachment G	Insurance Requirements
Attachment H	Protest Procedures
Form 1	Price Sheet
Form 2	Conflict of Interest Certificate
Form 3	Insurance Agent Acknowledgment
Form 4	Business/Corporate References
Form 5	No Bid Form

In the event of conflicting provisions, the following sections of this RFP will have priority in the order listed: Section 1, Section 4, Section 2, Section 3, the Attachments, and the Forms.

1.2 Scope of Services.

The services sought under this RFP are generally described as follows: The City of Jacksonville, Parks, Recreation and Community Services Department, Division of Sports and Entertainment is currently accepting bids to obtain source(s) of supply for the item(s) / service(s) as outlined in the bid documents provided. The purpose of this bid invitation is to obtain information about your firm and its ability to provide these items and to obtain pricing commitments for FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT as listed in the RFP.

1.3 Term of Agreement.

The term of this agreement will be from date of award through September 30, 2021. Buyer will have the option to renew and negotiate such agreement for an additional four (4) one-year period of service up on satisfactory

performance by Contractor and if mutually agreed upon by both parties. The contract is subject to early termination as set forth elsewhere in this RFP.

1.4 **Minimum Vendor Requirements**

Contractors must satisfy the following mandatory minimum requirements in order to have their Responses evaluated. By submitting a Response, Contractor warrants and represents that it satisfies these requirements. Failure to meet these requirements will result in the Response not being evaluated and being rejected as non-responsive:

A. Vendor shall provide proof of applicable local business license.
B. Summary of your company, including why your company is best suited for this project (no more than 1 page, please)
C. Summary of developer, design, copywriting or other staff member skills/accomplishments of those who will be working on this project (no more than ½ page per staff person)
D. Digital wireframe or mockup of site pages, including not limited to:
    a. Homepage, Stadium Information, and Travel
    b. Supplier may choose to provide digital wireframes or mockups of additional site pages
    c. See Exhibit B for resources
E. Three letters of reference from similar projects
F. Links to three similar website projects your company has completed within the last 24-months. This may include websites your company made major updates to or new websites.

1.5 **Equal Business Opportunity Program.**

It is an official policy of the City of Jacksonville to encourage the maximum participation of Jacksonville Small and Emerging Businesses (JSEBs) in its contract awards based upon availability. To participate as a JSEB on Buyer projects, a company must be certified as a JSEB with the City's Equal Business Opportunity Office.

This RFP and the resulting Contract are subject to requirements of the "Encouragement Plan," which is fully described on Attachment C to this RFP.

Contractors may contact Buyer's Equal Business Opportunity Office at 904-255-8840 or find the JSEB directory on Buyer's website. Please contact the Contact Person identified in Section 1.12 if you are uncertain of Buyer's website address or if you experience problems accessing it.

1.6 **Documents Available for Inspection.**

N/A

1.7 **Federal Funds.**

Federal funds will not be used as part of this solicitation.

1.8 **Pre-Proposal Meeting Non-Mandatory.**

There will be a non-mandatory pre-proposal meeting scheduled for this RFP on June 15, 2021, at 2:30 pm via Zoom.
https://us02web.zoom.us/j/81154519561?pwd=MHBWTUtsNGI5Qy94aG9KZUNjQTNGUT09
MEETING ID: 811 5451 9561
PASSCODE: 803652
One tap mobile
+16465588656,,81154519561# US (New York)
+13017158592,,81154519561# US (Washington DC)
Dial by your location
+1 646 558 8656 US (New York)
+1 301 715 8592 US (Washington DC)
+1 312 626 6799 US (Chicago)
+1 669 900 9128 US (San Jose)
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)

All copies are to be placed in a sealed package. The outside must be marked with (i) the RFP title and number, and (ii) Contractor's name, address, contact person, and telephone number.

It is the sole responsibility of each Contractor to assure all copies are EXACT duplicates of the original Response. Photocopies or digital copies will be used for the purpose of evaluating the Responses. Any information contained in the original Response which has not been transferred to the digital or photocopies will NOT be considered. The original document will be used solely for official record keeping and auditing purposes.

2.5 **Evaluation of Responses.**

A. Buyer will determine the qualifications, interest and availability of Contractors by reviewing all Responses and, when deemed necessary in the sole discretion of Buyer, by conducting formal interviews of selected Contractors.

B. Before making an award, Buyer reserves the right to seek clarifications, revisions, and information it deems necessary for the proper evaluation of Responses. Failure to provide any requested clarifications, revisions or information may result in rejection of the Response.

C. Buyer reserves the right to accept or reject any and all Responses, or separable portions thereof, and to waive any minor irregularity, technicality, or omission if Buyer determines that doing so will serve Buyer's best interests. Buyer may reject any Response not submitted in the manner specified by the RFP.

2.6 **Award of Contract.**

A. The process for contract award is set forth in Jacksonville Ordinance Code Sections 126.204. Generally, Buyer will award the Contract to the responsible and responsive proposer whose Response is determined in writing to be the most advantageous to the City of Jacksonville, based solely on the relative importance assigned to price and of the criteria set forth in Attachment B. The award may be contingent on the outcome of direct negotiations under Section 126.201(d)(4) and 126.201(n), *Ordinance Code*. If an agreement cannot be reached with the highest ranked Contractor, Buyer reserves the right to make an award to the next highest ranked Contractor or subsequent Contractor(s) until an agreement is reached.

B. Buyer may make an award within sixty (60) days after the date of the Responses are due, during which period the Responses shall remain firm and shall not be withdrawn. Any Response that expresses a shorter duration may, in Buyer's sole discretion, be accepted or rejected. If award is not made within sixty (60) days, the Response shall remain firm until either the Contract is awarded or Buyer receives from Contractor written notice that the Response is withdrawn. [Note: Withdrawal of a Response may be requested within 72 hours (excluding State holidays, Saturdays and Sundays) after the date and time Responses are due. Buyer will not accept an amended Response after the date and time Responses are due.]

C. Except as may otherwise be expressly set forth in the RFP, Buyer intends to award one contract, but reserves the right to enter into a contract with multiple Contractors or to reject all Responses.

D. Based on the evaluation results, Buyer shall electronically post a notice of intended award at Buyer's website. Please contact the Contact Person if you are uncertain of Buyer's website address or if you experience problems accessing it. Any person who is adversely affected by the decision shall file with Buyer a notice of protest in accordance with the Protest provisions of the RFP. Buyer does not intend to provide tabulations or notices of award by telephone.

2.7 **Terms of Agreement.** After award to the successful Contractor, Buyer and Contractor will promptly enter into a written agreement (the "Contract") incorporating the terms of the RFP, the successful Response, and other terms and conditions as may be agreed to between the parties. To the extent the Response contains exceptions to or modifications of the RFP, such exceptions or modifications are stricken unless Buyer affirmatively accepts the

A. If a Response Format is specified in the RFP, Contractors should follow that format.

B. Responses should be prepared simply and economically, providing a straightforward, concise description of Contractor's ability to provide services sought by the RFP. Unnecessary brochures, artwork, expensive paper, and presentation aids are discouraged. Bindings and covers will be at Contractor's discretion.

C. When responding to specific questions, please reprint each question in its entirety before the response.

D. Responses shall be typewritten. All corrections must be initialed.

E. Response shall be limited to a page size of 8½" x 11". Font size less than 11-points is discouraged. The Response shall be indexed and all pages sequentially numbered.

F. **Except as may be specifically requested in the Response Format, Contractor may not impose any additional terms or conditions to any aspect of the RFP.** Buyer objects to and shall not be required to consider any additional terms or conditions submitted by Contractor, including any appearing in the Response. In submitting a Response, Contractor agrees that any additional terms or conditions shall have no force or effect. Any failure to comply with the terms and conditions of the RFP, including those specifying information that must be submitted with a Response, may result in rejection of the Response. **If Contractor desires a change or clarification to the terms or conditions of the RFP, Contractor must follow the process set forth in Section 2.2 ("Questions and Requests for Amendments").**

G. Unless otherwise requested by Buyer, Contractors should make only one proposal for each RFP item. Multiple offerings, alternates (unless any are specifically requested by Buyer) and/or stipulations may be cause for rejection of a Response.

H. Price offerings shall be **inclusive of ALL costs** (including but not limited to administrative cost for submission of all required paperwork on Buyer's behalf and any other costs) and will be the only compensation given to Contractor for the required services herein.

I. All prices submitted under the RFP shall be indelible. The use of correction fluid or erasures to correct line item bid prices and/or quantities are not acceptable. Corrections must be by lineout of the incorrect figures, writing in of correct figures, and initialing of the corrections by the originator. Correction fluid or erasure corrected bids will be considered non-responsive for the corrected item(s) only, and may render the entire Response as nonresponsive.

J. Failure to sign any form requiring a signature may be grounds for rejecting a Response.

2.4 <u>Submission of Responses</u>.

A. The location and deadline for submitting Responses is set forth in Section 1 of the RFP. Contractors are fully responsible for meeting these requirements. Reliance upon mail or public carrier is at Contractor's risk. **Late bids will not be considered.**

B. Contractor shall submit:

1) One (1) original signed version of its Response clearly marked as "ORIGINAL." The Response must be signed by an officer or employee having authority to legally bind Contractor.

2) Three (3) hard copies of the entire Response.

3) One (1) digital copy (in pdf format) of entire Response, on a separate flash drive. Large files may be scanned as several separate PDF files.

Section 4
Description of Services and Deliverables

1) OVERVIEW

The annual Florida-Georgia rivalry is an iconic national event that brings the Jacksonville community together to celebrate college football like no other city in the country. A time-honored tradition since 1933, it has become a showcase for one of the rivalries that make college football great. TIAA Bank Field typically seats 64,000. With 55,000 square feet of video screens inside the stadium, there's no such thing as a bad seat! This rivalry has had its fair share of star players, from Florida legends Danny Wuerffel, Fred Taylor, & Tim Tebow to Georgia greats Herschel Walker, Matthew Stafford, & Scott Woerner. Not to mention some of the greatest coaches to walk the sideline, including Vince Dooley and Steve Spurrier.

2) OBJECTIVES

The objective of this new website is to:

a) Provide information about the event and its offerings to the community and visitors through text and visual representation
b) Promote and inform the public about game day and all of the experiences surrounding the football game
c) Clearly communicate the event, schedule of events, locations, travel information and announcements
d) Showcase the game and promote ancillary events
e) Provide frequently asked questions, answers and contact information
f) Promote sponsorship opportunities, deadlines and contact information
g) Engage with the community as time leads up to the event

3) WEBSITE FUNCTIONALLY AND REQUIRED DELIVERABLES

a) The website must be built on a user-friendly CMS platform that has the ability to be updated by City staff
b) Navigation must be intuitive and easy to use
c) Website must be optimized for mobile and tablets
d) Clean, modern and focused design to drive goals set by City
e) Optimized with advanced SEO using best practices within the industry
f) Social Media integration from Facebook, Twitter and Instagram
g) Embedded email update sign-up form using Mail Chimp
h) Embedded contact form which must be able to send an email to events@coj.net
i) Homepage video (supplier will be provided with images and video footage)
    i) The supplier must create (1) initial homepage video that is no less than 20 seconds in length
j) Ability for separate login user names for staff members to make updates or create news/blog posts
k) Real-time status update scroll bar at top of website which can be turned on or off (hidden)
l) Realtime gameday countdown clock on homepage showing days, hours, minutes and seconds until kickoff
m) Realtime gameday score on the homepage during the game
n) Supplier must build the website to meet and comply with all ADA website standards
o) Website must be integrated with City of Jacksonville Sports & Entertainment Google Analytics account

4) **IMPLEMENTATION**

1) Supplier must have the ability to be live and active with a fully functioning website with all of the WEBSITE PAGE REQUIREMENTS within 20 business days of content being provided by City to Supplier.

2) The supplier will be provided with a draft web copy for each page upon City awarding the project and the supplier must utilize a copywriter to create the final copy. The City must approve all copy in writing prior to Supplier making the copy publicly accessible.

3) City reserves the right to delay page(s) from being live and active up to 30 additional business days from the timeline above.

5) **WEBSITE PAGE REQUIREMENTS**

1) Homepage
    a) Content will include Duuuval's Bold City Bash, Game History, Store, Transportation and Lodging
2) Experience
    a) Duuuval's Bold City Bash
    b) Concert: Images of performers and bios
    c) Gators vs. Dawgs Fall Exhibition Baseball Game
    d) Fan Fare at Daily's Place Flex Field
    e) Block Party
    f) Florida-Georgia hall of fame induction luncheon and ceremony
    g) RV City
    h) Tailgate Guys
    i) Welcome Center
    j) Schedule of events
    k) Maps
3) Game Day
    a) Stadium Information and map
    b) Information & First Aid Zones and map
4) Travel
    a) Hotel photos, links to book and info
    b) JIA link and info
    c) Parking information
    d) River Taxi info
    e) Skyway info
    f) Road closures
    g) Bagged meters info
    h) Downtown Vision and Visit Jacksonville logos and links
5) About
    a) About the game
    b) FAQs
    c) Hall of Fame
    d) History timeline
    e) Media
    f) Get Involved
        i) Volunteer Link (link to third party, not a page build)
    g) Vendor signup
6) Sponsors
    a) Must have the ability to include full color sponsor logos with transparent background (PNG files)

b) Logos must link to third party, not a page build

7) Contact

6) ITEM REQUIREMENTS

ITEM # 1: Initial site design and build as outlined within RFP to include

a. Project Management
b. Content strategy consultation
c. UX and UI Planning and Testing
d. Front and back end development
e. SEO development and implementation
f. Satisfaction of all objectives
g. All elements within website functionally and required deliverables
h. All website page requirements
i. Graphic and video design needed for pages
j. Copywriting of all page content (draft web copy for each page will be provided by City)
k. Testing of site prior to going live
l. Shall include all staff and resources needed to complete this item

ITEM # 2: One-year hosting with SSL (not including domains)

a. Hosting server
b. SSL Certificates
c. Hosting must be secure and all measures must be taken to limit attacks on the site
d. During 11 months of each year website must be able to support up to 250 daily users
e. During 1 month of each year website must be able to support up to 25,000 daily users

ITEM # 3: Website Development and Design

a. Hourly rate for staffing website development and design. This item will be used for future web updates, changes and modifications to the initial site design and build. Item rate is per person, per hour.

7) **MEDIA**

a. In an effort to convey accurate information to the public, company, company employees/labor, or company subsuppliers must refer all media inquiries to the City of Jacksonville Division of Sports and Entertainment and may not comment on any aspect of the event. News releases, publicity releases, or advertisements relating to this contract or the tasks or projects associated with the project shall not be made without prior approval in writing from the City of Jacksonville Division of Sports and Entertainment.

8) **SUBSUPPLIERS**

a. If the Supplier proposes to use subsuppliers to provide services to the City, this information shall be a part of the bid response. Such information shall be subject to review, acceptance and approval of the City, prior to any contract award. The City reserves the right to approve or disapprove of any subsupplier candidate in its best interest and to require Supplier to replace subsupplier with one that meets City approval. Supplier shall ensure that all of Supplier's subsuppliers perform in accordance with the terms and conditions of this Contract. Supplier shall be fully responsible for all of Supplier's subsuppliers' performance, and liable for any of Supplier's subsuppliers' non-performance and all of Supplier's subsuppliers' acts and omissions.

Exhibit A" List
of Current Site

Links of current site (after about 5 seconds, a "X" close out button will appear on the top right of the pop-up):

http://flgajax.com/

https://flgajax.com/stadium-information/

https://flgajax.com/information-first-aid-zones/

https://flgajax.com/lodging/

https://flgajax.com/transportation/

https://flgajax.com/about/

https://flgajax.com/faq/

https://flgajax.com/hall-of-fame/

https://flgajax.com/history/

https://flgajax.com/media/

https://flgajax.com/sponsors/

https://flgajax.com/corporate-partnerships/

https://flgajax.com/contact/

http://flgajax.com/events/

http://flgajax.com/parking-information/

http://flgajax.com/rv-city/

Exhibit B"
Link to access Florida Georgia brand, logos, photos and Web Analytic for 2019

To access the Florida Georgia brand standards, logos, photos and other design elements, visit:

Web Analytics for 2019

Analytics All Web Site Data

Go to report

Audience Overview

Jan 1, 2019 - Dec 31, 2019

All Users

Overview

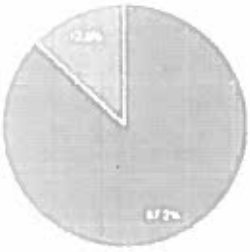
Users

Users	New Users	Sessions
119,523	119,044	148,302

Number of Sessions per User	Pageviews	Pages / Session
1:24	250,397	1.69

Avg. Session Duration	Bounce Rate
00:01:18	69.10%

New Visitor Returning Visitor



ONE CITY. ONE JACKSONVILLE

NOTIFICATION OF RECOMMENDED BID REJECTION

DATE: 7/7/2021

VIA EMAIL: Danielle Russell danielle@wearewingard.com; Natalie Schulte nschulte@wearewingard.com

BIDDER'S NAME/ADDRESS: WINDGARD, LLC
76 S. Laura Street, Suite 1501
Jacksonville, FL 32202

CONTACT NAME: Russell Baker, Chief Executive Officer

BID NUMBER AND TITLE: ESC-0405-21 FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT

DATE OPENED: 06/23/2021

REASON FOR RECOMMENDED REJECTION:

To reject your bid under Section 6 of the Set Aside Plan, bids will only be accepted from bidders who are certified by the City as a Jacksonville Small Emerging Business (JSEB) for this solicitation.

IF YOU WISH TO PROTEST THE RECOMMENDED REJECTION OF THIS BID, PLEASE RESPOND IN ACCORDANCE WITH THE CITY OF JACKSONVILLE BID PROTEST PROCEDURES. DIRECT ALL PROTEST TO THE RESPECTIVE BUYER, FACSIMILE NUMBER (904) 255-8837.

BUYER'S SIGNATURE: Ruben Ola

RUBEN OLA, PURCHASING ANALYST

214 N. Hogan St., Suite 800 | Jacksonville, FL 32202 | Phone: 904.255-8815 | Fax: 904.255-8837

Ola, Ruben

From: Ola, Ruben
Sent: Wednesday, July 7, 2021 8:58 AM
To: Natalie Schulte
Cc: Danielle Russell
Subject: RE: Notification of Recommended Bid Reject: ESC-0405-21 FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT

Thanks for your interest in doing business with the City of Jacksonville. Please visit also from time to time the COJ Business Opportunities link below.

https://www.coj.net/departments/central-operations/procurement/bidding-opportunities-(including-capital-improveme.aspx

https://rfp.coj.net/rfp/solicitation/SolicitationDefault.asp

Sincerely,

Ruben Ola, Purchasing Analyst
City of Jacksonville
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Phone: 904.255.8823
Fax: 904.255.8837
Email: rubeno@coj.net

One City. One Jacksonville.

From: Natalie Schulte <nschulte@wearewingard.com>
Sent: Wednesday, July 7, 2021 8:52 AM
To: Ola, Ruben <RubenO@coj.net>
Cc: Danielle Russell <danielle@wearewingard.com>
Subject: Re: Notification of Recommended Bid Reject: ESC-0405-21 FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT

EXTERNAL EMAIL: This email originated from a non-COJ email address. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

Good morning Ruben,

Thank you for the email confirmation. We appreciate having the opportunity to submit a proposal for the Florida-Georgia website and hope we are able to be a part of a future project for the City of Jacksonville.

Best,
Natalie

Natalie Schulte
Assistant Account Executive

941.685.9648
76 South Laura St. Suite 1501
Jacksonville, FL 32202
WeAreWingard.com

On Wed, Jul 7, 2021 at 8:44 AM Ola, Ruben <RubenO@coj.net> wrote:

Good Morning,

Attached is notification of recommended bid reject for the above subject solicitation.

Thank you for participation and appreciate your interest in doing business with the City of Jacksonville.

Sincerely,

Ruben Ola, Buyer

City of Jacksonville

Procurement Division

214 N. Hogan Street, Suite 800

Jacksonville, FL 32202

Phone: 904.255.8823

Fax: 904.255.8837

Email: rubeno@coj.net

ONE CITY, ONE JACKSONVILLE

NOTIFICATION OF RECOMMENDED BID REJECTION

DATE: 7/7/2021

VIA EMAIL: Amanda Kelly amanda@20twentycreative.com

BIDDER'S NAME/ADDRESS: 20 TWENTY CREATIVE, LLC
6 E Bay Street, Suite 301
Jacksonville, FL 32202

CONTACT NAME: Amanda Kelly, Marketing Manager

BID NUMBER AND TITLE: ESC-0405-21 FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT

DATE OPENED: 06/23/2021

REASON FOR RECOMMENDED REJECTION:

To reject your bid under Section 6 of the Set Aside Plan, bids will only be accepted from bidders who are certified by the City as a Jacksonville Small Emerging Business (JSEB) for this solicitation.

IF YOU WISH TO PROTEST THE RECOMMENDED REJECTION OF THIS BID, PLEASE RESPOND IN ACCORDANCE WITH THE CITY OF JACKSONVILLE BID PROTEST PROCEDURES. DIRECT ALL PROTEST TO THE RESPECTIVE BUYER, FACSIMILE NUMBER (904) 255-8837.

BUYER'S SIGNATURE: _____

RUBEN OLA, PURCHASING ANALYST

214 N. Hogan St., Suite 800 | Jacksonville, FL 32202 | Phone: 904.255.8815 | Fax: 904.255.8837

Ola, Ruben

From: Ola, Ruben
Sent: Wednesday, July 7, 2021 8:46 AM
To: Amanda Kelly
Subject: Notification of Recommended Bid Reject: ESC-0405-21 FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT
Attachments: BID REJECT. ESC-0405-21 FLORIDA-GEORGIA WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT.20 TWENTY CREATIVE.pdf

Good Morning,

Attached is notification of recommended bid reject for the above subject solicitation.
Thank you for participation and appreciate your interest in doing business with the City of Jacksonville.

Sincerely,

Ruben Ola, Buyer
City of Jacksonville
Procurement Division
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Phone: 904.255.8823
Fax: 904.255.8837
Email: rubeno@coj.net

One City. One Jacksonville.

Requisition PRSP-501337-21

Requisitioning BU	PRSP: Sport and Entertainment	**Requisition Amount**	0 USD
Entered By	Jennifer Malice-Kelly	**Justification**	
Status	Approved	**Funds Status**	Reserved
Description	FY22 FIGA Website The Pollock Group, ESC-0405-21.POA-71167-21		
Emergency Requisition	No		

Attachments

Title	File Name or URL	Description
FY22_The Pollock Group_FLGA We	FY22_The Pollock Group_FLGA Website_ESC-0405-21.POA-71167-21_1st Renewal Request.pdf	

Lines

Line	Item	Description	Category Name	Quantity	UOM	Price	Amount (USD)	Status	Funds Status
1		FY22 FIGA Website The Pollock Group, ESC-0405-21.POA-71167-21	915.01 Advertising Agency Services	1	Each	0.00 USD	0	Approved	Reserved

Requester	Jennifer Malice-Kelly	**Supplier**	The Pollock Group LLC
Urgent	No	**Supplier Site**	Order/Remit
Requested Delivery Date	9/30/21	**Supplier Contact**	
Deliver-to Location	Ed Ball 4th Floor Charge	**Contact Phone**	
Deliver-to Address	214 North Hogan Street, 4th Floor, Jacksonville, FL 32202, Duval, United States	**Charge Account**	00113.133105.551010.000000.00000000.00000.0000000
Note to Buyer	Send to Ruben- This is a FY22 Renewal for an award. Backup Attached		

I CERTIFY THAT FUNDS FOR THIS PURCHASE WERE AUTHORIZED AND PROVIDED FOR IN THE CURRENT BUDGET.