SUBJECT: JACKSONVILLE JAZZ FESTIVAL WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT RE-BID

BID #: ESC-0063-21 **OPEN DATE: 2021-03-03**

JACKSONVILLE PROCUREMENT 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: 121 **NUMBER RECEIVED:** 10 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the fourth (4) and final renewal option with Medium Four, LLC for Jacksonville Jazz Festival Website Design, Implementation, and Management. Period of service will be from October 1, 2024 through September 30, 2025. The requested annual expenditure not-to-exceed $60,000.00. The revised total award expenditure not-to-exceed $280,000.00.

Funding Sources: 000113.133101.549040/548010.000000.00001333.00000.0000000 and 10302.133101.549006.000000.00000000.00000.0000000, to be executed by purchase order(s).

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2024. 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 the work herein. A written notification will be provided in the event that funds are appropriated.

Attachments: Recommendation Memo, Vendor Letter, Previous Awards

ANALYST: _____
RENATA BARNETT

RESPECTFULLY SUBMITTED: _____
DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

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

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF JPAC 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

Donna Deegan, Mayor

A NEW DAY.

Office of Sports & Entertainment
214 N. Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 255-5422
www.specialevents.coj.net

July 1, 2024

To: Dustin Freeman, Chief
Procurement Division

From: Alex Alston, Executive Director
Office of Sports & Entertainment

Subject: FY25 Website Management for Jacksonville Jazz Festival ESC 0063-21 / POA 71039-21 with Medium Four Final Annual Renewal Request

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The Office of Sports and Entertainment requests to exercise the 4th renewal option for Jacksonville Jazz Festival Website Design, Implementation and Management POA-71039-21/ESC-0063-21. The term of the renewal will be from October 1, 2024 through September 30, 2025.

Supplier has provided a letter expressing their desire to renewal the agreement with the same terms, conditions and pricing.

Total annual award expenditures are not expected to exceed $60,000 annually with a total maximum renewed award amount of $280,000 and are to be procured with Purchase Orders released from the assigned Purchase Order Agreement: POA-71039-21.

Funding Sources: 000113.133101.549040/548010.000000.00001333.00000.0000000
10302.133101.549006.000000.00000000.00000.0000000

JMK

CC: Jennifer Malice-Kelly, Finance Manager, Office of Sports & Entertainment

MEDIUMFOUR
IDEATION + DESIGN
www.mediumfour.com

July 27, 2024

Jennifer Malice-Kelly
City of Jacksonville
Division of Sports & Entertainment
214 N. Hogan Street, Floor 4
Jacksonville, FL 32202

Dear Ms. Malice-Kelly,

Please be advised that I, on behalf of **MediumFour, LLC**, do hereby express our wish to exercise our renewal option of **Bid: ESC 0063-21 / POA 71039-21**. 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,

Dante' D. Fillyau
Senior Managing Partner
MediumFour, LLC

ADMINISTRATIVE AWARD
BID No.: ESC-0063-21

DESCRIPTION OF GOODS/SERVICES: Recommend approval of award to highest scoring responsive, responsible bidder MediumFour, LLC in the amount of $60,000.00 as listed below, and waive as a minor irregularity the missing addenda for JACKSONVILLE JAZZ FESTIVAL WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT RE-BID. Period of service will be from date of award through September 30, 2021, with four (4) one (1) year renewal options.
Below are the bidders with the following scoring points ranking:

MEDIUMFOUR, LLC	55.42 points
YASH CREATIONS INC. DBA VSKY SOLUTIONS	52.67 points
BRAND POETS	51.81 points
CAPITAL COMMUNICATIONS & CONSULTING, LLC	48.56 points
3D DIGITAL	46.65 points
DAIGLE CREATIVE	44.50 points
SGS TECHNOLOGIE	43.09 points
PLANETERIA MEDIA	32.09 points
INFORSMART TECHNOLOGIES INC.	29.28 points
INTELLICEPT CORPORATION	26.61 points

Funding for this award to be encumbered by account number 00113.133101.549040.000000.00001333.0000000.00000, to be executed by contract through the Office of General Counsel and process by purchase order.

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

REQUISITION NUMBERS: PRSP-500645-21

NUMBER FIRMS SOLICITED: 121 **NUMBER FIRMS BIDDING:** 10

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

RECOMMEND AWARD TO: MediumFour, LLC

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

PRICE: $60,000.00 **TERMS:** Net 30 Days

REASON FOR NOT ACCEPTING LOW BID: Award to highest scoring responsive, responsible bidder based on the evaluation criteria.

Ruben Ola, Purchasing Analyst
4/14/2021
Date

Dustin Freeman, Manager of Purchasing Svcs.
19APR2021
Date

APPROVAL:

Gregory Pease, Chief, Procurement Division
4/21/21
Date

ADMINISTRATIVE AWARD
BID No.: ESC-0063-21

DESCRIPTION OF GOODS/SERVICES: Recommend approval of award to highest scoring responsive, responsible bidder MediumFour, LLC in the amount of $60,000.00 as listed below, and waive as a minor irregularity the missing addenda for JACKSONVILLE JAZZ FESTIVAL WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT RE-BID. Period of service will be from date of award through September 30, 2021, with four (4) one (1) year renewal options.
Below are the bidders with the following scoring points ranking:

MEDIUMFOUR, LLC	55.42 points
YASH CREATIONS INC. DBA VSKY SOLUTIONS	52.67 points
BRAND POETS	51.81 points
CAPITAL COMMUNICATIONS & CONSULTING, LLC	48.56 points
3D DIGITAL	46.65 points
DAIGLE CREATIVE	44.50 points
SGS TECHNOLOGIE	43.09 points
PLANETERIA MEDIA	32.09 points
INFORSMART TECHNOLOGIES INC.	29.28 points
INTELLICEPT CORPORATION	26.61 points

Funding for this award to be encumbered by account number 00113.133101.549040.000000.00001333.0000000.00000, to be executed by contract through the Office of General Counsel and process by purchase order.

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

REQUISITION NUMBERS: PRSP-500645-21

NUMBER FIRMS SOLICITED: 121 **NUMBER FIRMS BIDDING:** 10

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

RECOMMEND AWARD TO: MediumFour, LLC

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

PRICE: $60,000.00 **TERMS:** Net 30 Days

REASON FOR NOT ACCEPTING LOW BID: Award to highest scoring responsive, responsible bidder based on the evaluation criteria.

Ruben Ola, Purchasing Analyst
4/14/2021
Date

Dustin Freeman, Manager of Purchasing Svcs.
19APR2021
Date

APPROVAL:

Gregory Rease, Chief, Procurement Division
4/21/21
Date

SUBJECT: JACKSONVILLE JAZZ FESTIVAL WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT RE-BID

BID #: ESC-0063-21 **OPEN DATE: 2021-03-03**

COMPETITIVE SEALED PROPOSAL EVALUATION 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: 121 **NUMBER RECEIVED:** 10 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify the period of service from October 1, 2021 to date of award.
Recommend approval to utilize the first of four (4) one (1) year renewal options with MediumFour, LLC for JACKSONVILLE JAZZ FESTIVAL WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT RE-BID. Period of service will be from date of award through September 30, 2022. The requested annual expenditure not to exceed $60,000.00. The revised total award expenditure not to exceed $120,000.00.

Funding Sources: 00113.133101.549040.000000.00001333.00000.0000000
00113.133101.548010.000000.00001333.00000.0000000
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

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 10/7/2021

OTHER:

ACTION OF AWARDING AUTHORITY DATE 10-8-21

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

SUBJECT: JACKSONVILLE JAZZ FESTIVAL WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT RE-BID

BID #: ESC-0063-21 **OPEN DATE: 2021-03-03**

COMPETITIVE SEALED PROPOSAL EVALUATION 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: 121 **NUMBER RECEIVED:** 10 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the second of four (4) one (1) year renewal options with MediumFour, LLC for JACKSONVILLE JAZZ FESTIVAL WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT RE-BID. Period of service will be from October 1, 2022 through September 30, 2023. The requested annual expenditure not to exceed $60,000.00. The revised total award expenditure not to exceed $180,000.00.

Funding Sources: 00113.133101.549040.000000.00001333.00000.0000000 and 10302.133101.549006.000000.00000000.00000.0000000, to be executed by purchase order(s).

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2022. 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 the work herein. A written notification will be provided in the event that funds are appropriated.

Attachments: Recommendation Memo, Vendor Letter, Previous Awards

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 CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE 8/18/2022

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 8/18/2022

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

SUBJECT: JACKSONVILLE JAZZ FESTIVAL WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT RE-BID

BID #: ESC-0063-21 **OPEN DATE: 2021-03-03**

COMPETITIVE SEALED PROPOSAL EVALUATION 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: 121 **NUMBER RECEIVED:** 10 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the third of four (4) one (1) year renewal options with MediumFour, LLC for Jacksonville Jazz Festival Website Design, Implementation, and Management Re-bid. Period of service will be from October 1, 2023 through September 30, 2024. The requested annual expenditure not-to-exceed $60,000.00. The revised total award expenditure not-to-exceed $240,000.00.

Funding Sources: 00113.133101.549040/548010.000000.00001333.00000.0000000 and 10302.133101.549006.000000.00000000.00000.0000000, to be executed by purchase order(s).

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2023. 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 the work herein. A written notification will be provided in the event that funds are appropriated.

Attachments: Recommendation Memo, Vendor Letter, Previous Awards

ANALYST: _____ RUBEN OLA

RESPECTFULLY SUBMITTED: _____ 2W DUSTIN FREEMAN, 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 CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING ϕ DATE: 8/10/23

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 8/14/23

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION Karen Bowling

Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02

SUBJECT: JACKSONVILLE JAZZ FESTIVAL WEBSITE DESIGN, IMPLEMENTATION, AND MANAGEMENT RE-BID

BID #: ESC-0063-21 **OPEN DATE: 2021-03-03**

COMPETITIVE SEALED PROPOSAL EVALUATION 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: 121 **NUMBER RECEIVED:** 10 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the fourth (4) and final renewal option with Medium Four, LLC for Jacksonville Jazz Festival Website Design, Implementation, and Management. Period of service will be from October 1, 2024 through September 30, 2025. The requested annual expenditure not-to-exceed $60,000.00. The revised total award expenditure not-to-exceed $280,000.00.

Funding Sources: 000113.133101.549040/548010.000000.00001333.00000.0000000 and 10302.133101.549006.000000.00000000.00000.0000000, to be executed by purchase order(s).

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2024. 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 the work herein. A written notification will be provided in the event that funds are appropriated.

Attachments: Recommendation Memo, Vendor Letter, Previous Awards

ANALYST: _____
RENATA BARNETT

RESPECTFULLY SUBMITTED: _____
DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

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

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

_____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____