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City of Jacksonville, Florida
Procurement Award Form (PAF)

Part 1: Form Type JPAC Award Request and Administrative Details

Goods and/or Services: Refresh of all AV Parts and Components in Courtrooms

Requested Action/Authority:

The Clerk of Court recommends approval of single source award to Visionworx dba CCS for refresh of all AV parts and components in courtrooms 301 & 304 to provide maintenance and repairs as needed to parts and to services under warranty. The total not to exceed expenditure will be $156,703.84. To be processed by purchase order.

Justification/Explanation:

Visionworx dba CCS, is the company that installed the original AV components in the courthouse including video distribution system, rack accessories & power management, evidence presentation and annotation, a new control system, new audio system, & complete integration into the current AV system. They own the source code that the audio panel has to integrate with to make sure the system works.

Legal Contract #:	N/A	Contract Date:	10/01/2024	Change Order/AMD #:	N/A	
PO/Release #:	N/A	Bid Date:	09/30/2024	Awarded Supplier:	Visionworx LLC	
Licenses Verified:	Yes	Effective Date:	10/01/2024	Basis of Award:	N/A	
Federally Funded:	No	No. Invited:	1	Responses Received:	1	Attachments:
Solicitation:	SS - 16032 - 24			Procurement Contract #:	PO - 682946-25	
Executed By:	Procurement					

PoP:Base:	One Time Project	Options:	N/A	Extension(s):	N/A
JSEB Rec.:	N/A	%:	N/A	Bonds Waived Pursuant To:	N/A

Fund:	00111	Center:	413001	Acct:	564270	Proj:	000000	Activity:	00000000	$	156,703.84
Fund:		Center:		Acct:		Proj:		Activity:		$	
Fund:		Center:		Acct:		Proj:		Activity:		$	

New NTE/GMP:	$ 156,703.84	Contingent Amount:	$ 0	DMP/ODPO Amount:	$ 0

Using Agency/BU:	COC			
Concurrence:	Signed by: Janocko, Eric EF322F2F420D41E...	Title:	Trial Court Administrator	10/15/2024
Concurrence:		Title:		
Concurrence:		Title:		
Concurrence:		Title:		

Initial JE

Procurement Analyst/Buyer:	Signed by: Barnett, Renata 7771B2C9F58442C...	Chief of Procurement:	Signed by: Robert Warembourg, for Dustin Freeman 4912CA1D431247A... 10/15/2024
Name:	Barnett, Renata	Name:	Dustin L. Freeman

Part 2: JPAC Actions on Above Requests/Recommendations
All Award Actions Subject to Lawfully Appropriated Funds

Members Who Approve:	
Members Who Disapprove:	
Other Action:	

Date:

Part 3: Final Awarding Authority Action

Action:

Date:

Signature:

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PAF Instructions

Form Type: Select the type of award from the dropdown options. This form will be used for all Procurement awards (Administrative Awards and JPAC Requests).

Goods and/or Services: Enter a brief description of the types of goods and services included in the request.

Requested Action/Authority: Enter a brief description of the requested action or authority being sought. i.e.; *request permission to award to the lowest, responsive responsible bidder for ITB or award the highest ranked supplier for an RFP*.

Justification/Explanation: Enter a brief justification or explanation for the requested action. Use this box to add any additional information such as additional account strings, or other information essential for contract execution.

Legal Contract Number: Provide the existing City contract number if applicable. This will be the same number as your POA number.

Contract Date: Select the effective date for the contract using the calendar option in the form. Leave blank for contracts to become effective on the execution date.

Change Order/AMD #: Provide the applicable Change Order or Amendment number represented by this request.

Date: Enter the date of PAF submission.

Effective Date: Enter the effective date of requested authority and/or action.

Solicitation: Select the competitive procurement method used (1Cloud generated prefix), enter the 1Cloud generated numbering sequence, and 1Cloud generated fiscal year of solicitation

Basis of Award: Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA),

Procurement Contract #: This is your PO number. Select Type, Enter Number

PO/Release Number: Enter PO Release Number

Awarded Supplier: Enter Awarded Supplier Name

Federally Funded: Select yes or no from dropdown if Federal Funds will be used.

Responses Received: This is the number of responses received.

No Bids Received: The number of responses received that indicated supplier would not bid.

Executed By: Select whether executed by OGC or JPAC / Chief of Procurement

PoP Base: Select the Period of Performance for the initial period.

Options: Period for each renewal period i.e. one (1) two (2) year.

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Extensions: How many extensions have we preformed after the initial base period and option periods have been completed?

JSEB Goal: Select the percentage established by JSEB.

JESB Other: Select Encouragement or Set Aside Option

Bonds Waived Pursuant to: Select authority allowing bonds to be waived.

Funding Source: Fund/Center/Account/Project/Activity, all fields are required even if zeros.

New NTE/GMP: Enter the new total not to exceed the amount. Note, this should match the contract maximum indebtedness, if applicable**.**

Contingent Amount: If your agency requests an allowance for unforeseen additional expenses, then specify the amount of your requested increase and new NTE that represents the contingency allowance. This is over and above any quote.

DMP/ODPO Amount: Enter the total Direct Materials Purchase/Owner Direct Purchase Order amount for project.

Attachments: Name any attachments included as supplemental information to the PAF.

Using Agency/BU: This should be the requesting agency/requirement owner.

Concurrence: Electronic Signature

Title: Enter the title of person electronically signing form.

**Any fields where there is no data available, or no entry is required, either leave it blank or enter N/A. Any fields where there is known data, include for informational purposes. Any changes to an original award should contain the data that is being changed and any other relevant data required for JPAC review and approval.*

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SINGLE SOURCE JUSTIFICATION FORM (SSJF)

Pursuant to the City of Jacksonville Procurement Code 126.306(a) (8) & The Procurement Operating Manual, when requesting to purchase from a Supplier subject to the referenced sections, this form is to be completed and must be submitted to the Procurement Division with applicable attachments via 1Cloud Smart Form Requisition.

1. Requesting Agency:	Court Administration
2. Nature and/or description of the requirement being requested. ***Identify each item, component or service being procured. (Attach quote/proposal):*** ***Why does the city need these particular goods or services?***	The vendor is providing a full refresh of courtrooms 301 & 304. This includes a video distribution system, rack accessories and power management, evidence presentation and annotation, a new contraol system, new audio system, and complete integration into he current AV system and the labor to do the refresh. This will allow the new audio and video that will enable ADA hearing assistive devices, evidence presentation, and amplified audio in those courtrooms.
3. Provide a detailed justification as to why the requested goods/services can only be efficiently and effectively procured through the recommended Single Source Supplier:	The vendor Visionworx dba CCS, is the company that installed the original AV components in the courthouse and continues to provide maintenance and repairs as needed to parts and to services under warranty. They are a local company that can provide same day service for repairs and maintenance to existing equipment as well as provide new equipment that will need to communicate with the existing equipment. All new parts and services will be under warranty. The vendor wrote the program that allows the integration of the hardware. They own the source code that the audio panel will have to integrate with to make sure the system works.
4. Date of Request	8/28/2024

5. Summary of Market Research

[Provide a description of the market research performed, how it was performed, by whom, and market research results. Please spell out acronyms.]

[This vendor is the company that installed the original Audio Visual components on the courthouse and continues to provide maintance and repairs. They are the proprietary owner of the program that allows integration of the hardware. Any other source code would not work with the current code and thus there is no guarantee the components would intergrate with the current code. Other companies do not offer warranties to the same extent as this vendor nor will they honor the warranties from the vendor.]

6. Conflict of Interest (Must Check)

√ By checking this box, I affirm that there are no actual, potential, or perceived conflicts of interest with the entity in which I am requesting a single source award. Conflict of Interest shall be interpreted consistent with *Chapter 112, Florida Statutes*.

7. Other Documentation (Check and attach all that apply)

√ Supplier Quote

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√ Single Source Memo signed by Director

√ Other [Single Source Justification letter by vendor.]

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FOURTH JUDICIAL CIRCUIT OF FLORIDA
FINANCE & ACCOUTING DEPARTMENT
501 WEST ADAMS STREET
JACKSONVILLE, FL 32202

MEMORANDUM

DATE: August 28, 2024

TO: Dustin Freeman, Chief of Procurement Division

FROM: Eve Janocko, Trial Court Administrator

RE: Visionworx DBA CCS – Full AV Refresh of Courtrooms 301 & 304

Court Administration is requesting the approval for the vendor to do a full AV refresh on courtrooms 301 & 304. This will include all parts, labor, testing, and integration into the current AV system within the Courthouse. This refresh will allow the new audio and video equipment to enable hearing assistive devices, evidence presentation, and amplified audio in those courtrooms.

The vendor is the company that installed the original AV components and continues to provide repairs and maintenance as needed. The company can ensure that any new equipment installed would communicate with each other to continue to provide service to the courtrooms for trials.

The total amount for this request will not exceed $156,703.84. The funding source for this request is through the COCI011JS funding source 00111.413001.564270.000000.00000000.00000.0000000.

Your favorable consideration of our request is greatly appreciated.

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CCS
Presenting Better Solutions

Sole Source Justification memo

The source code embedded in all the current Duval County Courthouse AV systems is a proprietary code and the intellectual property of CCS Presentations. In order to make changes and modifications to these systems, it's imperative that the uncompiled source code be present and available. If it isn't, the code will need to be written from scratch.

1. CCS owns and maintains the intellectual property (source code) required for the large-scale upgrade to the current systems. The upgrade does not replace all components just specific parts. The costs of re-writing the code from scratch by another vendor would be exorbitant.
2. CCS is the only company with the intimate knowledge of the detailed infrastructure of the existing AV Systems at the courthouse. Having been involved while the building was being built and the only company to service, maintain, and upgrade the AV systems since the building was built. We're aware of the thousands of strands of cables, the hundreds of cable paths, and the intricate AV wiring in all equipment racks, evidence carts, jury walls, and floor chase throughout the building.
3. CCS is the only local AV company that has the internal staff capacity to meet the needs and demands of the courthouse on a weekly or even daily basis for service.
4. CCS has a Certified Symetrix programmer on staff, full time, in the Jacksonville office. This is a requirement to provide, install, and program the Symetrix equipment.

10393 Fortune Parkway, Jacksonville, FL 32256
Phone: 904-998-7227 Fax: 904-998-7225