Y-39-19

City of Jacksonville, Florida

Lenny Curry, Mayor

City Hall at St. James
117 W. Duval St.
Jacksonville, FL 32202
(904) 630-CITY
www.coj.net

ONE CITY. ONE JACKSONVILLE.

June 7, 2019

MEMORANDUM

TO: Greg Pease, Chief of Procurement

THRU: Patrick "Joey" Greive, Director of Finance & Administration/CFO

FROM: Randall Barnes, Treasurer

RE: Actuarial Services for Disability and Survivorship Plan – Piggyback of Contract #10382

On December 21, 2017, the Board of Trustees of the City of Jacksonville Retirement System entered into Contract #10382 for actuarial consulting services with The Segal Company ("Segal"), with an expiration date of December 20, 2022. The City of Jacksonville requires actuarial consulting services to perform actuarial valuations and studies related to the Disability and Survivorship Plan, which is not administered by the Board of Trustees. Since Segal is already familiar with the benefit structure and rules of the Plan and have already been through a competitive bid process resulting in the current contract with the Board of Trustees, it makes sense for the City to procure these services via piggyback of the existing contract.

Therefore, the Finance and Administration Department, Treasury Division, requests that the Professional Services Evaluation Committee approve an award to Segal for actuarial consulting services as described in the Board Contract under Section 126.211 of the Jacksonville Procurement Code, which allows the City to use contracts of other local governmental entities which have been competitively procured and awarded. As in the Board Contract, these services would be approved through December 20, 2022. We also request that the not-to-exceed maximum indebtedness amount for the City Contract be set at $200,000 to cover the term of the agreement.

City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

ONE CITY. ONE
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June 13, 2019

The Honorable Lenny Curry, Mayor
City of Jacksonville
4th Floor, St. James Building
Jacksonville, FL 32202

Dear Mayor Curry:

Ref: P-39-19 PB#1 Actuarial Services for Disability and Survivorship Plan
Finance and Administration Department/Treasury Division

The Professional Services Evaluation Committee met today in Board Room 851 on the eighth floor of the Ed Ball Building, for the purpose of agreeing to the terms and conditions for piggybacking Contract # 10382 per Section 126.211and 126.309 of the Purchasing Code.

The following motion/recommendation was adopted:

That the Finance and Administration Department/Treasury Division of the City of Jacksonville is authorized to enter into an agreement utilizing Contract No.10382 per Purchasing Code 126.309/126.211 with The Segal Company for Actuarial Consulting Services incorporating the attached Contract identified as Exhibit 'A' and Fee Summary Exhibit 'B'; (ii) the period of service is from date of execution of contract to December 20, 2022; and (iii) provide a not-to-exceed maximum indebtedness of $200,000.00. All other terms and conditions are per the City's standard contract language.

If the foregoing meets your approval, we respectfully request your signature and return to my office.

Respectfully submitted,

Gregory Pease, Chief
Procurement Division
Chairman, Professional Services
Evaluation Committee

APPROVED:

Lenny Curry, Mayor

This 15th day of June, 2019

GP: ab

cc: Council Auditor
Sondra Stockwell, OGC
Melba Gray, GAD
Subcommittee Members

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05