**SUBJECT: PIGGYBACK SOURCEWELL CONTRACT #020221-DCI FLEET MANAGEMENT AND RELATED TECHNOLOGY SOLUTIONS**

**BID #: PSC-0416-21** **OPEN DATE:**

**GENERAL GOVERNMENT AWARDS COMMITTEE**

**KIND AND BASIS OF CONTRACT: October 1, 2021 through March 26, 2025 with a one (1) year renewal option**

**AGENCY:** RISK MANAGEMENT

**BASIS OF AWARD**: PIGGYBACK

**NUMBER OF BIDS INVITED:** **NUMBER RECEIVED:** **OTHER**

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**
Recommend approval to increase the piggyback award for Sourcewell Contract #020221-DCI Fleet Management and Related Technology Solutions with Lytx, Inc. in the amount of $95,400.00 for monitoring new and or replacement devices. Total expenditure amount not to exceed $901,086.00.

Funding Source: 56301.112004.546620.000000.00000000.00000.0000000 – To be executed by formal contract (AMD #4) through the Office of General Counsel

Attachments: Recommendation Memo, Previous Awards

**ANALYST:** _____ **RESPECTFULLY SUBMITTED** _____
Corey Sidlo DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

**CONCURRENCE BY:** Tracy Flynn, Chief, Risk Management Division

**(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 AUTHENICATION _____

# City of Jacksonville, Florida

***Donna Deegan, Mayor***

Risk Management
117 West Duval Street, Suite 335
Jacksonville, FL 32202
(904) 255-5344


A NEW DAY.

MEMORANDUM

To: Dustin Freeman, Chief of Procurement

From: Tracy Flynn, Chief of Risk Management

Through: Carmella Spitler, Buyer

Date: Jun 4, 2024

Subject: 71161-21 Vehicle event recording equipment and services through Sourcewell Contract #020221-DCI. Amendment 4

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The Risk Management Division has a contract to procure services from Lytx, Inc. ("Lytx") to purchase hardware equipment and monitoring and subscription certain high-risk vehicles within the City of Jacksonville's ("COJ") vehicle fleet. The current contract amount with the City of Jacksonville is for $204,060 for FY24. To account for expenditures to be incurred during FY25, until Mar 26 2025, we seek an amendment (Amd 4) to the contract maximum indebtedness. Budgeted amount for entirety of FY25 is $209,325 to cover the cost of monitoring (monthly subscription) and additional new/replacement devices for a new, would be total not-to-exceed maximum indebtedness of $1,015,011.

Pursuant to 126.211(a) and 126.309(a) of the Ordinance Code, and Section XI, Piggybacking of the Procurement Manual, please note the following:

1. Lytx currently has a competitively procured Sourcewell Contract identified as 02221-DC1.
2. This contract period covered is from October 1, 2021 to Mar 26, 2025.
3. Risk Management has reviewed Lytx's proposed services and terms/conditions.

I respectfully request an amendment to the contract (Amendment 4) to increase the maximum indebtedness by $95,400 for a new total NTE amount of $901,086. Contract period is October 1, 2021 through Mar 26, 2025 with one ( 1) one-year renewal option to be executed by formal contract amendment. Account# 56301 112004 546620 000000 00000000 00000

**SUBJECT:** Piggyback Sourcewell Contract #020221-DCI Fleet Management and Related Technology Solutions

**BID #:** PSC-0416-21 **OPEN DATE:** N/A

**GENERAL GOVERNMENT AWARDS COMMITTEE**

**KIND AND BASIS OF CONTRACT:** PIGGYBACK CONTRACT - OCTOBER 1, 2021 THROUGH MARCH 26, 2025 WITH ONE (1) ONE (1) YEAR RENEWAL OPTION

**AGENCY:** RISK MANAGEMENT

**BASIS OF AWARD:** PIGGYBACK

**NUMBER OF BIDS INVITED:** N/A **NUMBER RECEIVED:** N/A **OTHER:** N/A

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**
Recommend approval to increase the award to Lytx, Inc. (contract #71161-21) for FY24 in the not-to-exceed expenditure amount of $204,060.00. Total revised not-to-exceed award amount will be $805,686.00. Period of service will remain unchanged with the initial contract period expiring on March 26, 2025 with one (1) one (1) year renewal option.

This award will be funded from account 56301.112004.546620.000000.00000000.00000.0000000, executed by formal contract amendment #3 through the Office of General Counsel, and processed via 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 work herein. A written notification will be provided in the event the funds are appropriated.

**Attachments:** Recommendation Memo, Supplier Quote, Previous Awards

**ANALYST:** _____ David Klages **RESPECTFULLY SUBMITTED** _____ Dustin Freeman, Chief Procurement Division

**CONCURRENCE BY:** TRACY FLYNN, CHIEF, RISK MANAGEMENT DIVISION

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 6/22/2023

OTHER: _____

**ACTION OF AWARDING AUTHORITY** DATE 6/22/23

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENICATION _____ Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No: 2019-02

**SUBJECT: PIGGYBACK SOURCEWELL CONTRACT #020221-DCI FLEET MANAGEMENT AND RELATED TECHNOLOGY SOLUTIONS**

**BID #: PSC-0416-21** **OPEN DATE:**

**GENERAL GOVERNMENT AWARDS COMMITTEE**

**KIND AND BASIS OF CONTRACT: October 1, 2021 through March 26, 2025 with a one (1) year renewal option**

**AGENCY:** RISK MANAGEMENT

**BASIS OF AWARD:** PIGGYBACK

**NUMBER OF BIDS INVITED:** **NUMBER RECEIVED** **OTHER**

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**
Recommend approval to amend and increase piggyback Sourcewell Contract #020221-DCI Fleet Management and Related Technology Solutions with Lytx, Inc. for the purchase of hardware equipment and monitoring subscriptions for certain high-risk City vehicles in the amount $212,186.00. Period of service is from October 1, 2021 through March 26, 2025 with a one (1) year renewal option. Total revised estimated expenditure amount not to exceed $601,626.00.

Funding Source: 56301.112004.546620.000000.00000000.00000.0000000– To be executed by formal contract amendment through the Office of General Counsel.

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 work herein. A written notification will be provided in the event the funds are appropriated.

Attachments: Recommendation Memo, Vendor Quote, Previous Awards

**ANALYST:** Olive Wallace-Cohen **RESPECTFULLY SUBMITTED** Gregory W. Pease, Chief, Procurement Division

**CONCURRENCE BY:** Tracy Flynn, Chief, Risk Management Division

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 9/8/2022

OTHER:

**ACTION OF AWARDING AUTHORITY** DATE 9/9/22

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENICATION

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

**SUBJECT: PIGGYBACK SOURCEWELL CONTRACT #020221-DCI FLEET MANAGEMENT AND RELATED TECHNOLOGY SOLUTIONS**

**BID #: PSC-0416-21** **OPEN DATE:**

**GENERAL GOVERNMENT AWARDS COMMITTEE**

**KIND AND BASIS OF CONTRACT: October 1, 2021 through March 26, 2025 with a one (1) year renewal option**

**AGENCY:** RISK MANAGEMENT

**BASIS OF AWARD:** PIGGYBACK

**NUMBER OF BIDS INVITED:** **NUMBER RECEIVED:** **OTHER**

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**
Recommend approval to increase piggyback Sourcewell Contract #020221-DCI Fleet Management and Related Technology Solutions with Lytx, Inc. for the purchase of additional hardware equipment to be placed in high-risk vehicles within the City of Jacksonville's (COJ) vehicle fleet. Total expenditure for this increase is $19,620.00. Total revised expenditure not to exceed $389,440.00.

Funding Source: 56301.112004.552080.000000.00000000.00000.0000000 – To be executed by contract amendment through the Office of General Counsel and processed by Purchase Order release(s).

Attachments: Recommendation Memo, Vendor Contract/Quote and Previous Awards

**ANALYST:** Olive Wallace-Cohen **RESPECTFULLY SUBMITTED**
Gregory W. Pease, Chief
Procurement Division

**CONCURRENCE BY:** Tracy Flynn, Chief, Risk Management Division

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 7/21/2022

Teresa R. Eiberger _____ OTHER: _____

Lillibeth Reed _____

Jan K. McCarty _____

**ACTION OF AWARDING AUTHORITY** DATE 7/26/2022

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENICATION _____

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

**SUBJECT: PIGGYBACK SOURCEWELL CONTRACT #020221-DCI FLEET MANAGEMENT AND RELATED TECHNOLOGY SOLUTIONS**

**BID #: PSC-0416-21** **OPEN DATE:**

**GENERAL GOVERNMENT AWARDS COMMITTEE**

**KIND AND BASIS OF CONTRACT: October 1, 2021 through March 26, 2025 with a one (1) year renewal option**

**AGENCY:** RISK MANAGEMENT

**BASIS OF AWARD:** PIGGYBACK

**NUMBER OF BIDS INVITED:** **NUMBER RECEIVED:** **OTHER**

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**
Recommend approval to piggyback Sourcewell Contract #020221-DCI Fleet Management and Related Technology Solutions with Lytx, Inc. for the purchase of hardware equipment and monitoring subscriptions for certain high-risk City vehicles. Period of service is from October 1, 2021 through March 26, 2025 with a one (1) year renewal option. Total estimated annual expenditure amount not to exceed $369,820.00.

Funding Source: 56301.112004.546620.000000.00000000.00000.0000000 – To be executed by formal contract through the Office of General Counsel

Attachments: Recommendation Memo, Vendor Contract/Quote and Previous Awards

**ANALYST:** Annette Barney **RESPECTFULLY SUBMITTED** Gregory W. Pease, Chief Procurement Division

**CONCURRENCE BY:** Tracy Flynn, Chief, Risk Management Division

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

MEMBERS APPROVING 2 MEMBERS DISAPPROVING 0 DATE: 7/8/2021

OTHER

**ACTION OF AWARDING AUTHORITY** DATE 7/8/21

APPROVED √ BH DISAPPROVED

OTHER

SIGNATURE OF AUTHENICATION

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