SUBJECT: Tax Deed Application and Services

BID #: ESC-0528-18 **OPEN DATE: 10/17/18**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Thirty-six (36) months from date of contract execution with three (3) one (1) year renewal options

AGENCY: Clerk of the Circuit & County Courts

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 4 **NUMBER RECEIVED: 2** **OTHER: 2**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to utilize the first of three (3) one (1) year renewal options with Pioneer Technology Group for the Tax Deed Application and Services. Period of service will be October 1, 2022 through September 30, 2023, with two (2) one (1) year renewal options remaining. The requested annual expenditure not to exceed $28,000.00. The revised total award expenditure not to exceed $323,785.00.

Funding Source: 00192.311002.546620.000000.00000000.00000.0000000, to be executed by formal contract amendment (City Contract No. 10759) 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 the work herein. A written notification will be provided in the event that funds are appropriated.

Attachments: Recommendation Memo, Change Request Form, Previous Award

ANALYST: _____ **RESPECTFULLY SUBMITTED** _____

RUBEN OLA

GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Jennifer Spinelli, Chief Financial Officer, Clerk of the Circuit & County Courts

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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 _____

JODY PHILLIPS
CLERK OF THE CIRCUIT COURT
DUVAL COUNTY, FLORIDA

July 12, 2022

To: Gregory Pease, Chief of Procurement

Thru: Jennifer Spinelli, Chief Financial Officer

From: Victoria Tomlin, Purchasing Specialist

Subject: Addendum to Increase Contract 10759 – Pioneer Technology Group, LLC

The Clerk of the Circuit and County Courts is requesting an addendum to increase the total expenditure of contract 10759 between the City of Jacksonville and Pioneer Technology Group, LLC to provide support and maintenance for their Tax Deed Application and Services. This will be one of the three one-year renewals stated in the contract. The increase shall be by $28,000 and will be encumbered using funding source 00192.311002.546620.000000.00000000.00000.0000000. The total expenditure is not to exceed $323,785.00.

Attached: City Contract Number 10759

Pricing Sheet for Maintenance

FORM 1
PRICE SHEET

NAME OF CONTRACTOR Pioneer Technology Group

In order to provide the services described as part of this proposal, please detail all costs associated with your proposed application. Including, but not limited to:

• Hardware costs	$
• Software and Licensing costs	$ 105,385.00
• Professional Services (Startup fees, hourly rates, travel, etc.)	$ 43,800.00
• Development (Estimate number of hours to include data mapping, data migration, process mapping, testing, etc.)	$ 45,000.00
• Training (Specify online or on-site)	$ 17,600.00 (On-Site)
• Custom Development*	
• Hourly Rate ($175)	$
•	$
•	$
•	$
•	$

*Provide pricing for each custom item required

• Go-Live		$
	Subtotal	$ 211,785.00
• Maintenance (Provide Schedule)		
• Year 1		$ 28,000.00
• Year 2		$ 28,000.00
• Year 3		$ 28,000.00
• Year 4		$ 28,000.00
• Year 5		$ 28,000.00
	Subtotal	$ 140,000.00
	Total	$ 351,785.00

1. Please outline all variable costs that are not already broken out above. Please be certain that any custom programming charges are fully outlined and described in detail.

N/A

8/14/2022

Re: Contract 10759 Tax Dee Application and Services for the City of Jacksonville

Ms. Tomlin,

This letter is to confirm that the renewal pricing provided in Pioneer's original RFP response is valid for the first five years of maintenance. The annual maintenace will be $28,000 as indicated on the included invoice for 2022.

If you have any additional questions, please feel free to contact me. Thank you for your continued business.

Sincerely,

Ryan J. Crowley

Ryan Crowley
VP, Sales

SUBJECT: Tax Deed Application and Services

BID #: ESC-0528-18

OPEN DATE: 10/17/18

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Thirty-six (36) months from date of contract execution with three (3) one (1) year renewal options

AGENCY: Clerk of the Circuit & County Courts

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 4 **NUMBER RECEIVED:** 2 **OTHER:** 2

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to increase the contract award with Pioneer Technology Group in the amount of $21,000.00 for the modifications and customization to the originally procured software solutions. Modifications are search by sale status functions, addition of reasons for rejecting the approval queue, creation of a new case type (miscellaneous), a check request search feature, the ability to send the online auction provider results after bills are receipted, and the need for in person support upon implementation of the changes. Period of service will remain the same until September 30, 2022, with three (3) one (1) year renewal options. The revised total contract expenditure not to exceed $295,785.00.

Funding Source: 00192.311002.565220.000000.00000000.00000.0000000, to be executed by formal contract amendment (City Contract No. 10759) through the Office of General Counsel.

Attachments: Recommendation Memo, Change Request Form, Previous Award

ANALYST: _____ RUBEN OLA

RESPECTFULLY SUBMITTED _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Jennifer Spinelli, Chief Financial Officer, Clerk of the Circuit & County Courts

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)

ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 5/20/2021

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 5/20/21

APPROVED ✓ BH DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

TaxSmart Maintenance/Support		
Description		**Amount**
Tax Deed Maintenance/Support		
Annual TaxSmart Maintenance	**1 year**	**$28,000**
Includes: Version Upgrades Toll Free Help Desk Assistance		
Total TaxSmart Maintenance		**$28,000.00**

Total License, Services, and first year of Maintenance	**$274,785.00**

PTG Initials

1/27/2020
Date

BEH
City Initials

5/12/2020
Date

Requisition CLCL-500966-22

Requisitioning BU CLCL: Clerk of the Courts
Entered By Victoria Tomlin
Status Approved
Description PTG - TaxSmart Annual Maintenance FY 23
Emergency Requisition No

Requisition Amount 28,000 USD
Justification
Funds Status Reserved

Attachments

Title	File Name or URL	Description
Addendum Pioneer Technology Gr	Addendum Pioneer Technology Group.pdf	

Lines

Line	Item	Description	Category Name	Quantity	UOM	Price	Amount (USD)	Status	Funds Status
1		Tax Deed Application and Services Support and Maintenance 10/1/2022 - 9/30/2023	920.45 Software Maintenance/Support			USD	28,000	Approved	Reserved

Requester Victoria Tomlin
Urgent No
Requested Delivery Date
Deliver-to Location CL-Finance/Accounting Charge
Deliver-to Address 501 West Adams Street, Jacksonville, FL 32202, Duval, United States
Note to Buyer

Supplier Pioneer Technology Group
Supplier Site Ordering
Supplier Contact Ryan Crowley
Contact Phone (407)3217434
Charge Account 00192.311002.546620.000000.00000000.00000.0000000

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