**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:** _____ RW
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 _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

---

**ACTION OF AWARDING AUTHORITY** DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

# City of Jacksonville, Florida

*Daryl T. Joseph, Director*

Parks, Recreation and Community Services Department
214 N Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 255-7907
www.coj.net

ONE CITY. ONE JACKSONVILLE.


July 24, 2023

To: Dustin Freeman, Chief
Procurement Division

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

From: Chandler Fussell, Chief
Sports and Entertainment Division

**RE: Jacksonville Jazz Festival Website Design, Implementation and Management 3rd Renewal Request of POA-71039-21/ESC-0063-21**

---

The Department of Parks, Recreation and Community Services, Division of Sports and Entertainment, respectfully requests the Procurement Division to grant the 3rd 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, 2023 through September 30, 2024.

Total annual award expenditures are not expected to exceed $60,000 annually with a total maximum renewed award amount of $240,000 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, Sports and Entertainment; Accounting Manager
Rene'e Harriman, Parks Finance Manager

MEDIUMFOUR
IDEATION + DESIGN

www.mediumfour.com
mediumfour medium.four

July 24, 2023

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

11F

**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 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

---

**(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

**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