SINGLE SOURCE AWARD **BID # SS-11134-21**

Subject: Risk Management Information System

Department: Risk Management

Description of Purchase: Recommend approval of award to Origami Risk, LLC to provide the Risk Management Information System for the period of one (1) year. Risk Management's current contract with Origami expires September 30, 2021. This will allow time to prepare the RFP specifications and award a new contract. Period of service is from October 1, 2021 through September 30, 2022. Total estimated expenditure amount is $295,250.00.

Funding Source: 56301.112001.531090.000000.00000000.00000.000000 – To be executed by formal contract amendment through the Office of General Counsel.

Single Source Award To: Origami Risk, LLC

Price Justification: See attachment

Total Award: $295,250.00 **Requisition #:** FARM-500390-21

Attachments: Recommendation Memo, Single Source Request Form and Vendor Quote, Previous Award

Certification as to Single Source: Tracy Flynn, Chief, Risk Management Division

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

Analyst: Annette Burney

Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE***

ACTION OF AWARDING AUTHORITY DATE: _____

APPROVED_____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

ONE CITY. ONE JACKSONVILLE.

City of Jacksonville, Florida

Lenny Curry, Mayor

Division of Insurance and Risk Management
117 West Duval Street
Suite 335
Jacksonville, FL 32202
(904) 255-5310
www.coj.net

MEMORANDUM

Date: August 18, 2021

To: Gregory Pease, Chairman
Professional Services Evaluation Committee

From: Tracy Flynn
Chief of Risk Management

Re: RMIS Legacy Claims System, Year Extension Contract 10448 (Origami Risk, LLC) SS-11134-21

The Risk Management Department requests approval for a one-year extension of the Origami contract #10448 to end 9/30/2022. Origami is the Risk Management System that holds and manages all the City of Jacksonville's claims, driver certification and financial information related to Risk Management. This system was awarded as sole provider of this product and was originally piggybacked on to the County of Charlotte and they are currently up for renewal in November 2021.

Current contract will expire on 9/30/2021 and we are seeking a year extension for the term October 1, 2021 to September 30, 2022 due to the difference in renewal dates with the County of Charlotte and because of performance issues with Origami that we are working to resolve. A year extension would enable Risk Management to further evaluate the ongoing performance issues with Origami and give us time to determine if it is in the best interest of the COJ to enter into another multi-year contract between Origami and the City of Jacksonville. The fee for services as described in exhibit A pricing detail will increase the maximum indebtedness to the City not to exceed ~~$340,575.00~~ for a new maximum indebtedness of $1,625,955.00. All other terms and conditions remain the same. $295,250.00

Thank you for your consideration of this request.

Attachments:

Exhibit "A" Pricing Detail

SINGLE SOURCE REQUEST

Pursuant to the City of Jacksonville Procurement Code § 126.206 & § 126.312, when requesting a purchase from a Supplier subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments

PROVIDE A SUMMARY OF THE SCOPE OF GOODS/SERVICES TO BE PROVIDED; IDENTIFY EACH ITEM, COMPONENT OR SERVICE BEING PROCURED (ATTACH QUOTE/PROPOSAL):

Origami provides a clearing house to store all of the COJ's claims for worker's compensation, Public liability and Auto. This includes reporting functionality and financial data. Other risk management data is stored in Origami and is used for budgeting and insurance purposes. Our city driver certification program is housed within Origami.

Origami provides EDI interface with the State of FL and Centers for Medicare Secondary Payor compliance with the Federal government.

PROVIDE A DETAILED JUSTIFICATION AS TO WHY THE REQUESTED GOODS/SERVICES CAN ONLY BE EFFICIENTLY AND EFFECTIVELY PROCURED THROUGH THE RECOMMENDED SINGLE SOURCE PROVIDER:

Setting up a program like this involves significant time and money to migrate data and train staff on operation and processes.

This is our 3rd year using Origami and moving to a different program would be time and cost prohibitive.

ASSERT THAT YOU HAVE RESEARCHED THE AVAILABILITY OF THE REQUESTED GOODS/SERVICES FROM OTHER SOURCES IN APPLICABLE MARKETS AND HAVE DISCUSSED AND EVALUATED THE SAME WITH COJ'S PROCUREMENT AND EBO DIVISIONS:

We have gone through the formal procurement process at inception on contract. This is an extension of the same contract.

STATEMENT OF WORK #20211001

This Statement of Work ("SOW") describes services to be performed by Origami Risk LLC ("Origami") for City of Jacksonville, FL ("Client"). This SOW is subject to all the terms and conditions of the Agreement between Client and Origami for Provision of a Risk Management Information System dated July 11, 2018 (the "Agreement").

PURPOSE AND TERM

The purpose of this SOW is to renew Client's subscription to Origami's Risk Management Information System (RMIS) (the "Service") as set forth in this SOW. The term of this SOW shall begin on October 1, 2021 and shall continue for a duration of one year. Origami and Client agree that the term of the Agreement shall be extended through the duration of the term of this SOW.

LICENSES

Base Functionality

Functionality	Selected	Description
RMIS	Yes	Includes functionality related to risk management, including incidents, claims, insurance policy management, locations, safety, and risk management portal.
Claims Adjudication	Yes	Includes additional functionality related to claims adjudication.
Policy Underwriting and Issuance	No	Includes additional functionality related to policy underwriting and issuance.
Governance, Risk & Compliance (GRC)	No	Includes GRC/ERM functionality.

* Origami may also offer other base functionality not included under this SOW.

User Licenses

License	Quantity	Description
Full User	8	These licenses have access to all the capabilities and features of the Service under the base functionality selected above, except those features utilized for adjusting claims such as check writing, setting reserves and calculating indemnity benefits. These licenses have access to Extended Functionality features to the extent selected below.
Light User	28	These licenses have access to the dashboard, reports pre-configured for them, and read-only access to other areas of the Service under the selected base functionality. Light Users do not have access to Administration features or Extended Functionality features.
Claims Adjusting User	22	These licenses have access to all the features and capabilities of the Service under the base functionality selected above, including those features utilized for adjusting claims such as check writing, setting reserves and calculating indemnity benefits. These licenses have access to Extended Functionality features to the extent selected below.

Non-Named-User Access Licenses

License	Selected	Quantity	Description
Enterprise Wide Record Entry	Yes	Up to **25,000 records** added per year	These licenses are not named licenses and have access only to enter records either by (1) an anonymous collection portal, by clicking an anonymous collection link generated via Origami's administration features ("Portal Data Entry") or (2) granting access to a URL sent from the Service as a Data Entry Event email notification, giving time limited access to a single record ("Grant Access").
Enterprise Values Collection	No	**0 Users**	These licenses allow representatives in the field to enter data through the Service's online platform pertaining to information necessary for renewal submissions, such as TIV, Square Footage, COPE information, or other such asset and exposure data.

Extended Functionality Licenses

License	Selected	Quantity	Description
API Access	No	N/A	This license provides access to Origami's web service REST APIs using calls. API calls may be made concurrently, subject to reasonable limitation when needed to preserve system performance. Requires a minimum of five (5) Full Users and/or Claims Adjusting Users.
Secure Email	Yes	Up to **5,000 Secure Emails** sent per month	This license provides secure email functionality, which provides password protected hosting for email communications from and to the Service.

OCR Scanning	Yes	**Included**	This license provides optical character recognition (OCR) functionality for mapping specified data from scanned documents to data fields within the Service.
Certificate of Insurance Tracking	Yes	**500 Insureds**	This license provides certificate of insurance tracking for third party insureds, such as tenants, vendors, contractors or customers.
SMS Messaging	No	**0 SMS Messages**	This license provides the ability to send SMS messages as workflow actions within the Service's administration features.
Two Factor Authentication	No	**0 2FA Messages**	This license provides the ability to send SMS and/or email messages to users to validate their identity before logging in from a new device and/or once every 30 days from the same device.
Mobile Forms App	No	**Not Included**	Origami's Mobile Forms App may be used by any named user for no additional license fee, but service hours are required for configuration.
Mobile Claimant App	No	**Not Included**	Origami's Mobile Claimant App may be used by any named user for no additional license fee, but service hours are required for configuration. Requires a minimum of three (3) Claims Adjusting Users.
Workers' Compensation Solutions	Yes	Jurisdictions: **Florida** Up to 5,000 transactions per year (with additional transactions at pricing set forth in the Additional Pricing section below)	This license includes the following Origami Compliance solutions (this functionality is only available to Claims Adjusting Users): • Automated EDI FROI/SROI State Reporting via Mitchell • Indemnity Benefits Rates • Workers' Compensation State Forms This license gives access to Origami's interface with Mitchell for the purpose of state workers' compensation reporting. Pursuant to this license, Origami will provide its First Reports of Injury ("FROI")/Subsequent Reports of Injury ("SROI") Automation Module within the Origami Risk application to facilitate tracking and reporting of FROI and SROI related data, configured on a per-state basis; and will allow Client to maintain and process claim and transactional data for submission to states via Electronic Data Interchange ("EDI"). Origami's interface with Mitchell allows for the creation, validation and submission of First Report of Injury submissions. Origami's interface will receive a file back noting any exceptions, driving adjuster notifications and workflow. EDI FROI/SROI Reporting via Mitchell is a subscription service. The subscription includes access to all the capabilities and features of this feature in Origami Risk. Client understands that Mitchell will provide such services pursuant to an agreement between Origami and Mitchell. Origami makes no representations or warranties with respect to Mitchell's services and in no event shall Origami be responsible or liable for any acts or omissions of Mitchell. If the agreement between Origami and Mitchell is terminated during the term of this SOW, Origami shall provide prompt written notice to Client, and the Mitchell services under this SOW shall be terminated as of such date. Origami's Automated EDI FROI/SROI solution requires the client to utilize Origami's standard EDI FROI/SROI functionality and layouts, including EDI related claim fields, codes, financial buckets, and financial categories. Origami will only support this feature in an ongoing phase if no modifications to these areas have been made.
ODG Integration User	Yes	**12 Users**	This license provides integration with ODG's Return to Work guidelines. Only Claims Adjusting Users and Full Users may utilize this feature. This feature queries ODG's RTW and treatment guidelines based on WC claim diagnosis codes. Client understands and agrees that Origami makes no representations or warranties with respect to the data provided by ODG. In no event shall Origami be liable for any damages in connection with data provided by ODG or for any acts or omissions of ODG. If the relationship between Origami and ODG is terminated during the term of this SOW, Origami shall provide prompt written notice to Client and the ODG services under this SOW shall be terminated as of such date (and Origami will provide a refund to Client of any prepaid and unused fees for the ODG services).
Tableau	Yes	**1 Users**	This license allows Origami users to access Tableau within the Origami environment, providing enhanced data visualization. Client understands and agrees that Tableau shall have no warranty, support or other obligation or liability to Client. Client understands and agrees that data contained in Tableau data visualizations is not restricted by Origami's permissions and that Client is responsible for ensuring that any such data visualizations are shared only with appropriate users. If the relationship between Origami and Tableau is terminated during the term of this SOW, Origami shall provide prompt written notice to Client and the Tableau services under this SOW shall be terminated as of such date (and Origami will provide a refund to Client of any prepaid and unused fees for the Tableau services).

eSignature Integration	Yes	**100 Envelopes**	This license provides the ability to tag mail merge documents with electronic signature fields, authenticating through a third-party eSignature tool. Client hereby agrees to be bound by the DocuSign Terms and Conditions for Reseller Customers, available at https://www.docusign.com/company/terms-and-conditions/reseller. In no event shall Origami be responsible or liable for any acts or omissions of DocuSign. Client hereby consents to Origami providing DocuSign with its data to the extent necessary to perform such services. If the relationship between Origami and DocuSign is terminated during the term of this SOW, Origami shall provide prompt written notice to Client and the DocuSign services under this SOW shall be terminated as of such date (and Origami will provide a refund to Client of any prepaid and unused fees for the DocuSign services).

License Notes:

1. Origami adds generally available features from time to time that may require configuration prior to use. If Client requests Origami's assistance in this configuration, Professional Services hours may be applied for any such configuration.

2. In addition to the generally available features, Origami may occasionally deploy new functionality that will require an Extended Functionality License similar to those listed in the Extended Functionality License section above. These features may require additional fees based on record volume, number of additional users accessing the new features, or some other incremental cost driver. Client may agree to add such an Extended Functionality License in a separate Statement of Work.

HOSTING

Origami will provide data hosting for up to 300,000 claims and incidents. In addition, Origami will provide 50GB of searchable file attachment hosting and 800 GB of non-searchable file attachment hosting. Additional hosting is available at any time during the term of this SOW as set forth in the Pricing section below.

Origami will host the application and data in a secure internet accessible environment. Origami will backup Client data at periodic intervals each day.

CLIENT CONFERENCE REGISTRATION

Included with this SOW are two tickets that Client may use for its attendees to attend one Origami Risk User Conference hosted by Origami during the term of this Agreement.

ONGOING SUPPORT

Carrier / TPA Claims Data Ongoing Processing

Origami will:
Process the claim data updates received from Client data providers as follows:

- none

Client will:

- Use tools in the Service to resolve exceptions, if any, such as missing locations, incomplete code maps, and other exceptions, which may occur in the update as a result of data errors or missing data from data providers.
- Notify Carrier / TPA of data exceptions when appropriate to have data corrected at source.

Maintenance of Automated Interfaces, Imports & Extracts To / From 3rd Party Systems

Origami will:

- Maintain import routines and schedules required to accommodate imports from third party systems listed below:

    - ISO Claim Search
    - Accounts payable two-way interface
    - CMS
    - Medbill two-way
    - HR Employee import
- Maintain export routines and schedules required to accommodate exports to third party systems listed below:
    - JP Morgan Chase ACH
    - ISO Claim Search
    - Accounts Payable two-way interface
    - 1099 Export
    - CMS
    - MedBill two-way
    - Financial Software Integration

Client will:

- Ensure the ongoing performance of import and export responsibilities of each 3rd party system.

Professional Services

This SOW includes up to 125 hours of Professional Services during the term of this SOW. Professional Services include any work performed by Origami professionals on behalf of Client. Examples include:

- Helpdesk support for users
- Additional user training
- General assistance utilizing the Service
- Configuration of features for Client's use
- Maintenance of screens and system configurations as workflows evolve
- Configuration of customized reports
- Maintenance or modification of any import or export scripts
- Attendance in meetings
- Project management tasks and administration

PRICING AND INVOICE SCHEDULE

The price for the licenses and services listed above in this SOW is $295,250. Exhibit A provides a detailed breakdown of the components of the price.

Such payments will be invoiced and due as follows:

10/01/2021 - ***$295,250***

If needed, additional services can be purchased through an addendum to this SOW. All fees are subject to state sales tax, where applicable.

All travel costs and expenses will be pre-approved by Client in writing and billed to Client as incurred.

ADDITIONAL PRICING:

1. If Client requires additional hosting during the term of this SOW, additional hosting fees will apply as follows:

- Current annual fee for hosting of up to 300,000 Claims / Incidents = $65,000
- Annual fee for hosting of 300,001 - 400,000 Claims / Incidents = $80,000
- Annual fee for hosting of 400,001 - 500,000 Claims / Incidents = $95,000

- Current annual hosting fee includes 50GB of searchable File Attachment hosting
- Additional searchable File Attachment hosting is $2,500 per 50GB per year

- Current annual hosting fee includes 800GB of non-searchable File Attachment hosting
- Additional searchable File Attachment hosting is $1,000 per 100GB per year

2. Additional Professional Service hours will be invoiced as incurred at Origami's unbundled rate. Bundled hours (minimum of 10) may be added prior to the start of each contract year at Origami's bundled rate.

3. Additional users, additional licenses or additional use beyond that which is listed above in the Licenses section of this SOW shall require additional fees. Origami shall invoice Client, and Client shall pay for any additional licenses, hosting, service hours or other usage in excess of what is specified in this SOW.

4. Mitchell EDI Pricing

This SOW contemplates the usage by Client of EDI (FROI/SROI) services through Origami. This SOW includes pricing for 5,000 FROI transactions per year and includes:

- $5,000 annual Mitchell fee
- $10,000 per year fee covering up to 5,000 transactions per year, including sequencing (any transmission to the state, accepted or rejected). Should Client exceed 5,000 transactions in a given year, additional fees will be incurred at $1.50 per transaction (to be billed by Origami to Client in arrears). In addition, there is an additional charge of $500 for each additional state after the first state. Origami will deduct any configuration time spent by Origami service professionals from Client's existing professional service hours.

STATEMENT OF WORK APPROVAL

The undersigned agree to this Statement of Work.

ORIGAMI RISK LLC	**City of Jacksonville, FL**
By: _____	By: _____
Name: Christopher Bennett (Print Name)	Name: _____ (Print Name)
Title: President, Core Solutions	Title: _____
Date: September 2, 2021	Date: _____

EXHIBIT A
PRICING DETAIL

Product: Product Family ↑	Sum Net Total
LICENSE	USD 171,050.00
HOSTING	USD 73,000.00
DATA PROCESSING	USD 24,000.00
ADDITIONAL FEES	USD 1,800.00
ONGOING SUPPORT	USD 28,125.00
DISCOUNTS	USD -2,725.00
Total	USD 295,250.00

10448
Amd 4

FOURTH AMENDMENT TO AGREEMENT
(UTILIZING CHARLOTTE COUNTY, FLORIDA CONTRACT RFQ #2017000070)
BETWEEN
THE CITY OF JACKSONVILLE
AND
ORIGAMI RISK LLC
FOR
RISK MANAGEMENT INFORMATION SYSTEM

THIS FOURTH AMENDMENT to Agreement for the provision of a Risk Management Information System (hereinafter the "Services") is made and entered into in duplicate this 5 day of NOV., 2020, by and between the CITY OF JACKSONVILLE, a municipal corporation existing under the Constitution and the laws of the State of Florida (hereinafter the "City"), and ORIGAMI RISK LLC, an Illinois limited liability company authorized to do business in the State of Florida, with principal offices located at 222 North LaSalle Street, Suite 2100, Chicago, Illinois 60601 (hereinafter the "Contractor").

RECITALS:

WHEREAS, on July 11, 2018, City and Contractor made and entered into City of Jacksonville Contract No. 10448 (hereinafter the "Agreement"); and

WHEREAS, the parties mutually desire to align future contract renewals with the City's fiscal year for more appropriate budgeting; and

WHEREAS, said Agreement has been amended three (3) times previously; and

WHEREAS, said Agreement should be amended further by exercising the third and final one-year renewal option so as to extend the period of service from October 1, 2020, through September 30, 2021, and by increasing the award by $383,110.00 for the period from October 1, 2020, through September 30, 2021, so as to increase the maximum indebtedness by $383,110.00 to a new total maximum indebtedness of $1,285,380.00, with all other provisions, terms, and conditions of said Agreement remaining unchanged; now therefore

IN CONSIDERATION of the premises and of the mutual covenants and agreements hereinafter contained and for other good and valuable consideration acknowledged by the parties to be sufficient, the parties agree as follows:

1. The above-stated recitals are accurate, true, and correct and are incorporated herein

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and made a part hereof by this reference.

2. Article 4 of said Agreement is amended by exercising the third and final one-year renewal option so as to extend the period of service from October 1, 2020, through September 30, 2021, and as amended shall read as follows:

"**Article 4: Duration of Agreement/Pricing Available to Other Entities**

The term of this Agreement shall commence on the Effective Date and shall continue and remain in full force and effect as to all its terms, conditions, and provisions as set forth herein through September 30, 2021, unless sooner terminated as provided in Exhibit A. During said period of time, the Services pricing provided hereunder shall be available to all using agencies and other political subdivisions, boards, agencies, or authorities existing in Duval County that may desire to procure the same at the contract prices provided herein and that are eligible to purchase under the Charlotte Contract."

3. Section 5.2 of said Agreement is amended by increasing the award by $383,110.00 for the period from October 1, 2020, through September 30, 2021, so as to increase the maximum indebtedness by $383,110.00 to a new total maximum indebtedness of $1,285,380.00, and as amended shall read as follows:

"5.2. Notwithstanding any contrary provision in Exhibit A, the maximum indebtedness of City for all fees, reimbursable items, or other costs for the Services leased by Contractor to City for the term of this Agreement shall not exceed the sum of ONE MILLION TWO HUNDRED EIGHTY-FIVE THOUSAND THREE HUNDRED EIGHTY and NO/100 USD ($1,285,380.00). All financial obligations of City in excess of the aforesaid amount shall be subject to future lawful appropriation of funds therefor."

SAVE AND EXCEPT as expressly amended in and by this instrument, the provisions, terms, and conditions of said Agreement, as previously amended, shall remain unchanged and shall continue in full force and effect.

[Remainder of page left blank intentionally. Signature page follows immediately.]

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IN WITNESS WHEREOF, the parties hereto have executed this Fourth Amendment the day and year first above written.

ATTEST:

By _____
James R. McCain, Jr.
Corporation Secretary

CITY OF JACKSONVILLE:

By _____
Lenny Curry, Mayor

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

WITNESS:

By _____
Signature

Michael Minea
Type/Print Name

Corporate Counsel
Title

ORIGAMI RISK LLC

By _____
Signature

Earnest Bentley
Type/Print Name

President, Risk Solutions
Title

#
#

Encumbrance and funding information for internal City use:

Account 56301.112001.531090.000000.00000000.00000.0000000
PO-600007-20

Amount $383,110.00

Total Amount . . . $1,285,380.00

The above-stated amount is the maximum fixed monetary amount of the foregoing contract. It shall not be encumbered by the foregoing contract. It shall be encumbered by one or more subsequently issued purchase orders that must reference the foregoing Contract. All financial examinations and funds control checking will be made at the time such purchase orders are issued.

In accordance with Section 24.103(e), *Ordinance Code*, I do hereby certify that there is an unexpended, unencumbered, and unimpounded balance in the appropriation sufficient to cover the foregoing agreement; provided however, this certification is not nor shall it be interpreted as an encumbrance of funding under this Contract. Actual encumbrances shall be made by subsequently issued purchase orders, as specified in said Contract.

Director of Finance
City Contract #10448, 4th Amendment

Form Approve:

James R. Mc Cain
Office of General Counsel

#
#

SUBJECT: PIGGYBACK CHARLOTTE COUNTY RFQ #2017000070 FOR RISK MANAGEMENT INFORMATION SYSTEM

BID #: PSC-0506-18

OPEN DATE: 06/14/2018

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: THREE (3) YEARS FROM CONTRACT EXECUTION

AGENCY: RISK MANAGEMENT DIVISION

BASIS OF AWARD: PIGGYBACK CHARLOTTE COUNTY RFQ #2017000070

NUMBER OF BIDS INVITED: ( ) NUMBER RECEIVED: ( ) OTHER ( )

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with Origami Risk, LLC by $383,110.00 for the third and final year of the contract. Period of service is from October 1, 2020 through September 30, 2021. Total revised estimated expenditure amount not-to-exceed $1,285,380.00.

Funding Source: 56301.112001.531090.000000.00000000.00000.0000000 - To be executed by formal contract amendment through Office of General Counsel.

Attachments: Recommendation Memo, Vendor Letter and Previous Awards

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2020. 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.

ANALYST: _____ Annette Burney

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Twane Duckworth, Chief of Risk Management

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 9/10/20

Teresa R. Eichner _____ OTHER: _____

Charles Reed _____

Bill _____

ACTION OF AWARDING AUTHORITY DATE 9/11/20

APPROVED ✓ BH DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2010-02