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SINGLE SOURCE AWARD **BID # SS-13362-23**

Subject: Continued Support of the Risk Management Information System (RMIS)

Department: Risk Management

Description of Purchase:
Origami Risk LLC created and currently maintains the *Risk Management Information System (RMIS)*, which is used for processing City of Jacksonville insurance claims.

Recommend approval of a Single Source award to Origami Risk LLC for the continued maintenance and support of the *RMIS* system. Period of service will be retroactive from October 1, 2022 through September 30, 2025. Total not-to-exceed award amount will be $943,800.00.

Funding Source: 56301.112001.531090.000000.00000000.00000.0000000 – To be executed by formal contract through the Office of General Counsel and processed via Purchase Orders.

Single Source Award To: Origami Risk LLC

Price Justification: See attachment

Total Award: $943,800.00 **Requisition #:** FARM-500019-23

Attachments: Agency Memo, Single Source Justification Form, Supplier Letter & Quote, Previous Awards

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

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

Analyst: David Klages

Dustin Freeman, 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 _____

FORM GB-113, Revised 12/2007

City of Jacksonville, Florida

ONE CITY. ONE JACKSONVILLE.

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: October 11, 2022

To: Gregory Pease, Chairman Chief of Procurement Division

Professional Services Evaluation Committee GGAC

From: Tracy Flynn, Risk Manager

Michelle Montford, Risk Management Claims Systems & Compliance Manager

Subject: Origami Risk, LLC Request to Single Source Award

The risk management systems department is requesting to enter a three-year contract with Origami Risk, LLC in the amount of $943,800.00 for the period of October 1, 2022-September 30, 2025. The Origami RIMS system is for the processing and functionality of the Workers' Compensation, General Liability, Insurance, and Safety Department.

Thank you for your consideration in this matter.

Attachments:
Statement of Work #20221001 & 20221011

Funding Source: 56301.112001.531090.000000.00000000.00000.000000

JUSTIFICATION FOR SINGLE SOURCE (JSS)	
Pursuant to the City of Jacksonville Procurement Code§ 126.206 & § 126.312, when requesting a purchase from a vendor subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments.	
1. Requesting Agency:	Risk Management / Safety Office
2. Nature and/or description of the requirement being requested. ***Identify each item, component or service being procured. (Attach quote/proposal):*** ***Why does the City need these particular goods or services?***	Origami provides a clearing house to store all of COJ's Workers compensation, Public liability, Auto and Safety claims. This includes reporting functionality and financial data. Other risk management data is stored and is used for budgeting, insurance and drivers certification purposes. Origami provides Electronic data interchange with the State of Florida and CMS compliance with the Federal Government.
3. Provide a detailed justification as to why the requested goods/services can only be efficiently and effectively procured through the recommended Single Source vendor:	Setting up a new database would involves significant time and money to migrate data and train staff on operations and processes.
4. Date of Request	9/21/2022

5. Summary of Market Research

[Provide a description of the market research performed, how it was performed, by whom, and market research results. Please spell out acronyms.]

[We have gone through the formal procurement process at inception on the previous contract. This is a continuation of the previous single source with Origami Risk, LLC, to provide a risk management information system. The period of service will be three years from contract execution.]

6. Other Documentation (Check and attach all that apply)

√ Supplier Quote

√ Single Source Memo signed by Director

ORIGAMI RISK

September 21, 2022

VIA EMAIL

City of Jacksonville
214 N. Hogan St., 8th floor
Jacksonville, FL 32202
To Whom It May Concern:

We are the sole provider and the sole source of our proprietary software-as-a-service offering ("Origami Risk"). We directly own the software (including the intellectual property in our software) and it is only available to our customers over the internet by accessing our servers. By its nature, it cannot be contracted through any third party. No third party is able to implement our software unless they are our customer. We are also the sole provider of professional services (such as implementation and support) related to this software. Any implementation or support of our software requires a deep understanding of our complex offering as well as access to backend Origami systems, and we do not license external third parties to provide these services for engagements such as this.

Please feel free to contact me at dsilverthorn@origamirisk.com or 312-235-6633 if you have any questions.

Sincerely,

Daniel Silverthorn
General Counsel and Chief Administrative Officer
Origami Risk LLC

STATEMENT OF WORK #20221001

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, 2022 and shall continue for a duration of three years. 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	No	**Not 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**	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 Risk'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 which requires a separate agreement with Mitchell. Client understands that Origami is providing an interface with Mitchell and that Mitchell will provide its services pursuant to an agreement between Client 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. 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.
ODG Integration User	No	**0 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.
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 200,000 claims and incidents. In addition, Origami will provide 1100 GB of non-searchable file attachments and 50GB of 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.

ONGOING SUPPORT

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-111
  - 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
  - Account Payable two-way interface
  - CMS-111
  - 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 180 hours of Professional Services in the first year, up to 180 hours in the second year, and up to 180 hours in the third year. 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

Origami Conference

This SOW allows for two (2) attendee registration for two Origami Risk user conferences held during the span of this Agreement. Registration fees do not include any additional fees, such as boot camp or hotel and travel expenses.

PRICING AND INVOICE SCHEDULE

The price for the licenses and services listed above in this SOW is $308,600.00 for the first year, $308,600.00 for year two, and $308,600.00 for year three of this SOW. Exhibit A provides a detailed breakdown of the components of the price.

Such payments will be due as follows:

10/01/2022 - ***$308,600.00***

10/01/2023 - ***$308,600.00***

10/01/2024 - ***$308,600.00***

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 200,000 Claims / Incidents = $50,000
- Annual fee for hosting of 200,001-300,000 Claims / Incidents = $65,000
- Annual fee for hosting of 300,001-400,000 Claims / Incidents = $80,000

- 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 for 1100GB of non-searchable File Attachment = $11,000
- Additional searchable File Attachment hosting is $1000 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:

- $12,000 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

By: _____

Name: Earnest Bentley
(Print Name)

Title: President, Risk Solutions

Date: 09/02/2022

CITY OF JACKSONVILLE, FL

By: _____

Name: Tracy A. Flynn
(Print Name)

Title: Chief of Risk Management

Date: 09/06/2022

EXHIBIT A
PRICING DETAIL

Quote Year	Account Name: Account Name	Opportunity Name	Product: Product Family	Product Name	Product Notes	Quantity Description	Quantity	Net Total	Start Date	End Date
Year 1	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	RMIS		LICENSES	1	USD 10,000.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	Full User(s)		LICENSES	8	USD 17,000.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	Light User(s)		LICENSES	28	USD 14,000.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	Claims Admin User(s)		LICENSES	22	USD 62,100.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	# of WC Jurisdictions (if applicable)		JURISDICTIONS	1	USD 12,000.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	Certificates		INSUREDS	500	USD 1,200.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	Enterprise Wide Record Entry		RECORDS PER YEAR	25000	USD 42,000.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	eSignature Integration		ENVELOPE BLOCKS OF 100	1	USD 3,000.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	Secure Email		EMAIL BLOCKS OF 5,000	1	USD 2,400.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	Tableau BI		LICENSES	1	USD 2,400.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	Mitchell EDI Integration Fees (if applicable)		LICENSES	1	USD 6,000.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	HOSTING	Hosting, Network & Storage > Traditional Per Claim		CLAIMS, INCIDENTS, POLICIES	200000	USD 50,000.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	HOSTING	Additional Non-Searchable File Attachment Storage		100 GB ATTACHMENT BLOCK	11	USD 11,000.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	DATA PROCESSING	ISO Claim Search/Fraud Indexing		SOURCES	1	USD 5,000.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	DATA PROCESSING	Accounts Payable 2 Way Interface > Encrypted Flat File via SFTP		SOURCES	1	USD 7,500.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	DATA PROCESSING	CMS-111 Interface		SOURCES	1	USD 5,000.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	DATA PROCESSING	Medball 2 way interface > Encrypted Flat File via SFTP		SOURCES	1	USD 7,500.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	DATA PROCESSING	HR Employee Interface > Encrypted Flat File via SFTP		SOURCES	1	USD 5,000.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	DATA PROCESSING	Financial Software Integration	Financial Software Integration	SOURCES	1	USD 2,500.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	DATA PROCESSING	ACH Export > Encrypted Flat File via SFTP		SOURCES	1	USD 3,000.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	ADDITIONAL FEES	Client Conference Registration		ATTENDEES	2	USD 2,500.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	ONGOING SUPPORT	Ongoing Support & Maintenance		HOURS	180	USD 40,500.00	10/1/2022	9/30/2023
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	DISCOUNTS	Discount		SOURCES	1	USD -3,000.00	10/1/2022	9/30/2023
Subtotal Sum								USD 308,600.00		
Year 2	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	RMIS		LICENSES	1	USD 10,000.00	10/1/2023	9/30/2024
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	Full User(s)		LICENSES	8	USD 17,000.00	10/1/2023	9/30/2024
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	Light User(s)		LICENSES	28	USD 14,000.00	10/1/2023	9/30/2024
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	Claims Admin User(s)		LICENSES	22	USD 62,100.00	10/1/2023	9/30/2024
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	# of WC Jurisdictions (if applicable)		JURISDICTIONS	1	USD 12,000.00	10/1/2023	9/30/2024
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	Certificates		INSUREDS	500	USD 1,200.00	10/1/2023	9/30/2024
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	Enterprise Wide Record Entry		RECORDS PER YEAR	25000	USD 42,000.00	10/1/2023	9/30/2024
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	eSignature Integration		ENVELOPE BLOCKS OF 100	1	USD 3,000.00	10/1/2023	9/30/2024
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	Secure Email		EMAIL BLOCKS OF 5,000	1	USD 2,400.00	10/1/2023	9/30/2024
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	Tableau BI		LICENSES	1	USD 2,400.00	10/1/2023	9/30/2024
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	Mitchell EDI Integration Fees (if applicable)		LICENSES	1	USD 6,000.00	10/1/2023	9/30/2024
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	HOSTING	Hosting, Network & Storage > Traditional Per Claim		CLAIMS, INCIDENTS, POLICIES	200000	USD 50,000.00	10/1/2023	9/30/2024
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Subtotal Sum								USD 308,600.00		
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	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	Claims Admin User(s)		LICENSES	22	USD 62,100.00	10/1/2024	9/30/2025
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	# of WC Jurisdictions (if applicable)		JURISDICTIONS	1	USD 12,000.00	10/1/2024	9/30/2025
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	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	Secure Email		EMAIL BLOCKS OF 5,000	1	USD 2,400.00	10/1/2024	9/30/2025
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	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	LICENSE	Mitchell EDI Integration Fees (if applicable)		LICENSES	1	USD 6,000.00	10/1/2024	9/30/2025
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	HOSTING	Hosting, Network & Storage > Traditional Per Claim		CLAIMS, INCIDENTS, POLICIES	200000	USD 50,000.00	10/1/2024	9/30/2025
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	HOSTING	Additional Non-Searchable File Attachment Storage		100 GB ATTACHMENT BLOCK	11	USD 11,000.00	10/1/2024	9/30/2025
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	DATA PROCESSING	ISO Claim Search/Fraud Indexing		SOURCES	1	USD 5,000.00	10/1/2024	9/30/2025
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	DATA PROCESSING	Accounts Payable 2 Way Interface > Encrypted Flat File via SFTP		SOURCES	1	USD 7,500.00	10/1/2024	9/30/2025
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	DATA PROCESSING	CMS-111 Interface		SOURCES	1	USD 5,000.00	10/1/2024	9/30/2025
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	DATA PROCESSING	Medball 2 way interface > Encrypted Flat File via SFTP		SOURCES	1	USD 7,500.00	10/1/2024	9/30/2025
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	DATA PROCESSING	HR Employee Interface > Encrypted Flat File via SFTP		SOURCES	1	USD 5,000.00	10/1/2024	9/30/2025
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	DATA PROCESSING	Financial Software Integration	Financial Software Integration	SOURCES	1	USD 2,500.00	10/1/2024	9/30/2025
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	DATA PROCESSING	ACH Export > Encrypted Flat File via SFTP		SOURCES	1	USD 3,000.00	10/1/2024	9/30/2025
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	ADDITIONAL FEES	Client Conference Registration		ATTENDEES	2	USD 2,500.00	10/1/2024	9/30/2025
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	ONGOING SUPPORT	Ongoing Support & Maintenance		HOURS	180	USD 40,500.00	10/1/2024	9/30/2025
	City of Jacksonville, FL	2022 Renewal - City of Jacksonville, FL	DISCOUNTS	Discount		SOURCES	1	USD -3,000.00	10/1/2024	9/30/2025
Subtotal Sum								USD 308,600.00		

NOTE: The parties agree that any discounts to the price for the licenses and services shall first apply to professional services and if any discounts should remain after applying them against the professional services, then they shall be applied to any remaining licenses and services on a proportional basis.

STATEMENT OF WORK #20221011

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 for the Provision of a Risk Management Information System between Client and Origami dated July 11, 2018 including the Statement of Work #20221001 (collectively, the "Agreement").

TERM

The term of this SOW shall begin on the date executed by both parties hereto and shall be coterminous with the term of the Agreement.

PROJECT SCOPE

This SOW adds additional ongoing support hours.

ONGOING SUPPORT

Professional Services

This SOW includes up to an additional 80 hours of Professional Services in the first contract year. Professional services include any work performed by Origami professionals on behalf of Client. Examples include:

- Helpdesk support for users
- 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
- 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 $***18,000.00*** for the current contract year.

Such payments will be due as follows:

Upon signature from both parties - $18,000.00

Exhibit A to this SOW provides a detailed breakdown of the components of the price.

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.

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

Subject: Risk Management Information System

Department: Risk Management

Description of Purchase: Recommend approval to increase award to Origami Risk, LLC to provide the Risk Management Information System for $11,250.00 to cover 50 additional hours through September 30, 2022. Total estimated expenditure amount not to exceed $306,500.00.

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: $306,500.00 **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: Jaclyn Stames

R. Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

Teresa R. Eichen
CHAIRMAN

7/21/2022
DATE

Mitchell Reed

J. R. McCall

ACTION OF AWARDING AUTHORITY DATE: 7-26-2022

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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

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"

Teresa R. Eichler
CHAIRMAN

9/23/21
DATE

ACTION OF AWARDING AUTHORITY DATE: 9-24-21

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

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