



ONE CITY. ONE JACKSONVILLE.

Lenny Curry, Mayor

Procurement Division
Equal Business Opportunity Office
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

MEMORANDUM

April 15, 2019

To: Dr. Cheryl L Brown, Director/Council Secretary

Jordan Elsbury, Intergovernmental Affairs

Thru: Patrick Greive, Director of Finance & Administration

Gregory Pease, Chief of Procurement

From: Rose Nettles, JSEB Administrator

Re: FY 2019 JSEB Monitoring Committee Meeting Third Quarter Report

In accordance with section 126.606 of the Ordinance Code which states: "This Committee shall meet quarterly with the Director, who shall then generate a quarterly report for the Mayor and Council no later than 14 days after each quarterly meeting."

JSEB Monitoring Committee Quarterly Report

Meeting Date: April 11, 2019

Attendance: Chair Leslie Campbell, Pegine Echevarria, Tina Meskel, Jessie Spradley, Charles Freshwater and Nina Sickler were in attendance

Support Staff: Rose Nettles and Sheliah Brown

Guests: Gregory Pease, Chief of Procurement

The meeting was convened at: 2:03 p.m.

Meeting Adjourned at: 2:50 p.m.

The meeting began with greetings from the chair and congratulations to Sheliah Brown who has joined the JSEB office as a compliance officer.

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Gregory Pease, Chief of Procurement, provided an overview of the ERP system currently being implemented. He stated that the ERP has been branded as the 1 Cloud System and will significantly impact how the City of Jacksonville conducts business with JSEBs in a more efficient and positive way. He shared with the committee that all JSEB suppliers will be required to register in the new system starting in July and will have their own unique Supplier Portal to view, respond to bids, receive notifications, submit and check the status of invoices and a multitude of others functions. Additionally, JSEB suppliers will be required to submit bids electronically. Paper submittals will no longer be accepted. One of the benefits the JSEB and all suppliers will see from implementing electronic submittals is the ability to make forms and other steps in the response process required. They will know in advance that there bid is incomplete if something is missing whereas now it may not be discovered until after bid submission. He stated that the first of several emails will be sent to JSEB suppliers in early May announcing the upcoming changes based on the transition to the new system.

The committee reviewed the survey questions used in 2018 and recommended using the same questions in 2019 with minor edits to wording.

The committee determined the next meeting will be held on July 18, 2019.

cc: Sam Mousa, CAO