

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING
 MINUTES FOR Friday, August 18, 2017, 10:00 a.m.
 Eighth Floor, Conference Room 851
 Jacksonville, FL 32202

Committee Members: ✓ Gregory Pease, Chairman
 ✓ Judith Garard, Treasury (in Patrick Greive's absence)
 ✓ Jeff Close, Member, OGC

Subcommittee Members	ITEM #	TITLE & ACTION	MOTION	CONTR EXP	OUTCOME
Robert Parr ✓ Mary DiPerna ✓	P-40-17	Subcommittee Report Flexible Spending Administration & Services Employee Services Department	It is the consensus of the committee that of the five (5) firms responding to the Request for Proposal (RFP) two (2) were found to be responsive, interested, qualified, and available to provide the services required by the RFP and three (3) were deemed non-responsive/responsible. The ranking of first and second, designates the order of qualification of these firms to perform the required services and alphabetically they are: 1) Discovery Benefits 2) Health Equity We recommend that the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>Discovery Benefits</u> . The number one ranked company		Approved 5-0 (as amended)
Marlene Russell ✓ Allison Korman-Shelton	P-17-17	Contract Amendment No. 1 Federal Government Relations Consultant Services Office of the Mayor	That Contract No. 10178-01 between the City of Jacksonville and Ballard Partners, Inc., for Federal Government Consultant Services is amended to exercise the first of four renewal options extending the period of service from October 1, 2017 through September 30, 2018, with three (3) options remaining; and (ii) increase the maximum indebtedness by \$180,000.00 for the services to a new not-to-exceed total maximum of \$255,000.00. All other terms and conditions shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's ordinances, Procurement policies and procedures, and applicable federal and state laws.	09/30/17	Approved 4-0
Steve Long William Joyce Joel Troup ✓	P-28-15	Contract Amendment No. 2 Countywide Program Management Services for Resurfacing & New Sidewalk Construction Department of Public Works	That Contract # 7420-12 between the City of Jacksonville and Eisman and Russo, Inc., for Countywide Program Management Services for Resurfacing and New Sidewalk Construction is amended to: (i) exercise the first of two(2) two-year renewal options extending the period of services from October 1, 2017 through September 30, 2019 with one option remaining; and (ii) increase the maximum indebtedness by \$1,112,785.50 to a new not-to-exceed total maximum of \$3,285,942.62. All other terms and conditions shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's ordinances, Procurement policies and procedures, and applicable federal and state laws.	09/30/17	Approved 4-0
Aundra Wallace ✓ Dane Grey	P-47-17	Subcommittee Report Jacksonville Downtown Public Parking Strategy and Implementation Plan Downtown Investment Authority	It is the consensus of the committee that of the three (3) firms responding to the Request for Proposal (RFP) and all were found to be responsive, interested, qualified and available to provide the services. The ranking of first, second and third, designates the order of qualification of these firms to perform the required services and alphabetically they are: 2) Nelson/Nygaard 1) Tim Haahs 3) Walker Parker On July 17, 2017, the top two firms were called in for further evaluation by way of personal interviews. At the end of the interviews the outcome is as follows::		Approved 4-0

			2) Nelson\Nygaard 1) Tim Haahs We recommend that the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>Tim Haahs</u> , the number one ranked firm.		
MEETING ADJOURNED: 10:16 A.M.					

CC: Council Auditor
Subcommittee Members