

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING

MINUTES FOR Thursday, December 15, 2022, 10:00 a.m.

Eighth Floor, Conference Room 851  
Ed Ball Building, 214 N. Hogan Street  
Jacksonville, FL 32202

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Committee Members: ✓ Dustin Freeman, Chairman  
✓ Brennan Merrell, Treasury  
✓ James McCain, Jr., OGC

Subcommittee Members	ITEM #	TITLE & ACTION	MOTION	CONTRA EXP	OUTCOME
Dr. Charles Moreland ✓ Leeann Krieg ✓	P-44-20	Contract Amendment No. 2 State Government Relations Consultant Services Office of the Mayor	That Contract No. 615378-21 between the City of Jacksonville and Ballard Partners, Inc., for State Government Relations Consultant Services, be amended to exercise the second renewal option extending the period of service from January 27, 2023, thru January 26, 2024, with two (2) renewal options remaining at terms mutually agreeable; and increase the maximum indebtedness by \$120,000.00 for the services to a new not-to-exceed total maximum of \$360,000.00. All other terms and conditions, as previously amended shall remain the same.		Approved 5-0
Mary DiPerna ✓ Carolina Teran-Oceguera ✓	P-48-22	Subcommittee Report ACA Benefits Consultant Employee Services Department	It is the consensus of the committee that of the two (2) proposals received in response to the Request for Proposal and both were found to be responsive, interested, qualified and available to provide the required services. The ranking of first and second designates the order of qualification of these firms to perform the services and alphabetically they are: 2) Benefit Scape 1) Equifax Workforce Solutions We recommend the above list is forwarded to Mayor for final selection so that fee and contract negotiations may begin with <u>Equifax Workforce Solutions</u> , the number one (1) ranked firm.		Approved 5-0
<del>Patrick Greive</del> Tracy Flynn ✓	P-23-22	Subcommittee Report Casualty Actuarial Services Finance and Administration Department/Risk Management Division	It is the consensus of the committee that of the two (2) proposals received in response to the Request for Proposal and both were found to be responsive, interested, qualified and available to provide the required services. The ranking of first and second designates the order of qualification of these firms to perform the services and alphabetically they are: 2) Glicksman Consulting 1) Pinnacle We recommend the above list is forwarded to Mayor for final selection so that fee and contract negotiations may begin with <u>Pinnacle</u> , the number one (1) ranked firm.		Approved 4-0
Keith Powers ✓ Dan Pearson	P-13-20	Contract Amendment No. 1 Consultant and Project Management Services Jacksonville Fire & Rescue Department	That POA-0B04779 between the Jacksonville Fire and Rescue Department and LAP Consultants of Jacksonville for Consultant and Project Management Services for JFRD be amended to extend the period of services from January 9, 2023, through July 8, 2023; and increase the maximum indebtedness by \$32,000.00 changing the awarded annual amount for services from \$64,000.00 to \$96,000.00 and the maximum indebtedness from \$192,000.00 to a new not-to-exceed total maximum amount of \$224,000.00. All other terms and conditions shall remain the same.		Approved 4-0
<del>Bill Killingsworth</del> Sean Kelly ✓ <del>Ann Coglianese</del>	P-31-22	Fee & Contract Negotiations Professional Services for Resilience Updates to the Land Development Regulations Department of Planning & Development	That the City of Jacksonville enter a Contract with CSRS, LLC to provide Professional Services Updates to the Land Development Regulations that incorporates the attached Scope of Services identified as Exhibit 'A' and Contract Fee Summary identified as Exhibit 'B'; the period of service is from execution of the contract through project completion; the maximum indebtedness is a not-to-exceed amount of \$349,375.00. All other terms and conditions are per the City's standard contract language and as provided in the Request for Proposal.		Approved 4-0

<b>Robin Smith</b> <del>Tom McKnight</del> David Hahn ✓	P-46-22	<b>Approval to proceed with Evaluation of Two Proposals Received</b> <b>Construction Engineering and Inspection Services for Federally Funded Projects</b> Department of Public Works/Engineering & Construction Management Division	That the committee approves proceeding with evaluation of the two (2) proposals received in accordance with Section 126.302 (f) of the Procurement Code.	Approved 4-0
<b>Robin Smith</b> <del>Tom McKnight</del> David Hahn ✓	P-49-22	<b>Approval to proceed with Evaluation of One Proposal Received</b> <b>Construction Engineering and Inspection Services for the Rivers Edge Development Project</b> Department of Public Works/Engineering & Construction Management Division	That the committee approves proceeding with evaluation of the one (1) proposal received in accordance with Section 126.302 (f) of the Procurement Code.	Approved 4-0
<b>Robin Smith</b> <b>Nikita Reed</b> David Hahn ✓	P-52-22	<b>Introduce &amp; Review Scope</b> <b>Miscellaneous Architectural/Engineering Services Annual Contract</b> Department of Public Works/Engineering & Construction Management Division	That the committee approve the Scope of Services/Request for Proposal (RFP) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and Office of General Counsel appropriate to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and applicable federal and state laws.	Approved 4-0
<b>Robin Smith</b> <b>Nikita Reed</b> David Hahn ✓	P-53-22	<b>Introduce &amp; Review Scope</b> <b>Professional Structural Engineering Services for 5 Bridge Projects</b> Department of Public Works/Engineering & Construction Management Division	That the committee approve the Scope of Services/Request for Proposal (RFP) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and Office of General Counsel appropriate to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and applicable federal and state laws.	Approved 4-0
Meeting Adjourned: <u>10:12 A.M.</u>				

*"The next PSEC meeting is scheduled to be held on Thursday, January 12, 2023."*