

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING
MINUTES FOR Thursday, November 2, 2023, 10:00 a.m.
 Eighth Floor, Conference Room 851
 Ed Ball Building, 214 N. Hogan Street
 Jacksonville, FL 32202

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The Chief of the Procurement Division offers the following items for the PSEC Agenda. The posting of this agenda serves as an official notice of the City’s intended decision for all recommended actions above the formal threshold. Please refer to 126.106(e), if you wish to protest any of these items.

Committee Members: ✓Robert Waremburg, Chairman
 ✓Brennan Merrell, Treasury
 ✓James McCain, Jr., OGC

Subcommittee Members	ITEM #	BID/RFP #	TITLE & ACTION	MOTION	CONTRACT EXP	OUTCOME
Karen Bowling Brittany Norris✓	1	P-35-23	Subcommittee Report State Lobbyist Office of the Mayor	It is the consensus of the committee that of the six(6) proposals received in response to the Request for Proposals, all were found to be responsive, interested, qualified and available to provide the required 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: 3) Becker & Poliakoff P.A. 1) The Fiorentino Group 2) The Southern Group We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with The Fiorentino Group , the number one(1) ranked firm.		Deferred
Keith Powers✓ Andre Ayoub✓	2	P-09-21	Contract Amendment No. 4 Disaster Recovery and Mitigation Consulting Services Jacksonville Fire and Rescue Department	That Contract No. 71181-21 between the Jacksonville Fire and Rescue Department and Ernst & Young, LLP for Disaster Recovery and Mitigation Consulting Services, be amended to increase the maximum indebtedness by \$2,374,000.00 to a new not-to-exceed amount of \$4,374,000.00. All other terms and conditions as previously amended, shall remain unchanged.	09/25/24	Approved 5-0
Lori Boyer Guy Parola	3	P-38-23	Introduce & Review Scope Shipyards West CRA Project Design Services Consultant Downtown Investment Authority(DIA)	That the committee approve the Scope of Services/Request for Proposal as presented with such minor changes thereto as may be approved by the Chief of Procurement 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.		Pulled
Daryl Joseph Lori Boyer David Hahn✓	4	P-38-21	Contract Amendment No. 1 Shipyards West Public Park Design Downtown Investment Authority(DIA)	That Contract No. 71920-22, originally executed August 23, 2022, between the City Of Jacksonville and Agency Landscape + Planning, LLC for Shipyards West-Kids Kampus Replacement Park CIP Scope be amended to ratify the contract from October 1, 2023 to date of award and change the contract period of service to project completion; incorporate the attached Scope of Services identified as Exhibit ‘C’ and Fee Summary identified as Exhibit ‘D’, increase the not-to-exceed limit for Design Services by \$1,140,169.00 to a new limit \$2,525,381.00; thereby increasing	09/30/23	Approved 4-0

				the maximum indebtedness by \$1,140,169.00 to \$2,525,381.00. All other terms and conditions shall remain the same.		
Travis Jeffrey✓ Chiquita Moore	5	P-39-18	Contract Amendment No. 1 Bond Underwriter Services Jacksonville Housing Finance Authority	That the Contract between the Jacksonville Housing Finance Authority and RBC Capital Markets, LLC for Bond Underwriter Services be amended to ratify the contract from September 30, 2023 ,to date of award and extend the period of service to September 30, 2024, with one (1) renewal remaining. All other terms and conditions shall remain the unchanged.	09/30/23	Approved 4-0
Travis Jeffrey✓ Chiquita Moore	6	P-40-18	Contract Amendment No. 1 Financial Advisor Jacksonville Housing Finance Authority	That the Contract between the Jacksonville Housing Finance Authority and The Hendrickson Company and the Community Concept Group, Inc., for Financial Advisor Services be amended to ratify the contract from September 30, 2023 ,to date of award and extend the period of service to September 30, 2024, with one (1) renewal remaining. All other terms and conditions shall remain unchanged.	09/30/23	Approved 4-0
Travis Jeffrey✓ Chiquita Moore	7	P-41-18	Contract Amendment No. 1 Bond Trustee Jacksonville Housing Finance Authority	That the Contract between the Jacksonville Housing Finance Authority and The Bank of New York Mellon Trust Company, N.A. and the Community Concept Group, Inc., for Bond Trustee Services, be amended to ratify the contract from September 30, 2023,to date of award and extend the period of service to September 30, 2024, with one (1) renewal remaining. All other terms and conditions shall remain unchanged.	09/30/23	Approved 4-0
Robin Smith Thomas McKnight David Hahn	8	P-25-20	Contract Amendment No. 1 CEI Services for Mayport Dock Redevelopment Department of Public Works/Engineering & Construction Management Division	That Contract No. 71375-21, originally executed January 12, 2022, between the City and AE Engineering, Inc. for CEI for Mayport Dock Redevelopment, be amended to incorporate the attached Fee Schedule identified as Exhibit 'C', increase the not-to-exceed limit for Construction Engineering and Inspection Services by \$104,755.20 to a new limit of \$897,823.01, thereby increasing the maximum indebtedness by \$104,755.20, to a new maximum indebtedness of \$897,823.01. All other terms and conditions shall remain the same.	"To Project Completion"	Approved 4-0
Robin Smith Thomas McKnight David Hahn✓	9	P-09-23	Introduce & Review Scope Engineering and Inspection Services for 3 Swimming Pool Projects Department of Public Works	That the committee approve the Scope of Services/Request for Proposal as presented with such minor changes thereto as may be approved by the Chief of Procurement 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
Robin Smith Thomas McKnight David Hahn✓	10	P-43-23	Introduce & Review Scope Construction Engineering and Inspection Services for City Bridge/Structure Projects Under \$4M Department of Public Works	That the committee approve the Scope of Services/Request for Proposal as presented with such minor changes thereto as may be approved by the Chief of Procurement 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
Robin Smith Thomas McKnight David Hahn✓	11	P-44-23	Introduce & Review Scope Professional Services for Various Pedestrian Improvement and Sidewalk Projects - Annual Contract Department of Public Works	That the committee approve the Scope of Services/Request for Proposal as presented with such minor changes thereto as may be approved by the Chief of Procurement 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
Robin Smith Nilrita Reed	12	P-45-23	Introduce & Review Scope Engineering Design Services for Hopkins Creek Regional Stormwater Improvements Department of Public Works	That the committee approve the Scope of Services/Request for Proposal as presented with such minor changes thereto as may be approved by the Chief of Procurement and Office of General Counsel appropriate to clarify the intent of the using		Approved 4-0

David Hahn✓				agency and to ensure compliance with the City's ordinances, Procurement policies and applicable federal and state laws.		
Robin Smith Daniel VanSickle David Hahn✓	13	P-03-23	Fee & Contract Negotiations Engineering Design Services for Shindler Drive Phase 2 Department of Public Works/Engineering & Construction Management Division	That the City of Jacksonville enter into a contract with GAI Consultants, Inc., for Engineering Design Services for Shindler Drive Phase 2, that incorporates the attached Scope of Services identified as Exhibit 'A' and Fee Schedule identified as Exhibit 'B', provide a lump-sum amount for Design Services in the amount of \$1,911,227.21 and not-to-exceed limits for: Geotechnical in the amount of \$260,880.88, Survey in the amount of \$244,346.00, Environmental in the amount of \$55,535.40, Public Involvement in the amount of \$37,840.00, Traffic Counts in the amount of \$11,770.00, Utility Coordination in the amount of \$35,403.55, SUE in the amount of \$69,400.81, with a maximum indebtedness to the City in the amount of \$2,626,403.85 and with an expiration date of project completion. All other terms and conditions are as provided in the RFP and the City's standard contract language.		Approved 4-0
Robin Smith James Carroll David Hahn✓	14	P-10-17	Contract Amendment No. 3 Construction Engineering and Inspection (CEI) Services for City Bridge Projects - Annual Contract Department of Public Works/Engineering & Construction Management Division	That Contract No. 7420-14, originally executed November 2, 2017, between the City Of Jacksonville and Eisman & Russo, Inc., for Construction Engineering and Inspection (CEI) Services for City Bridge Projects - Annual Contract be amended to ratify contract to date of award and extend period of service to May 1, 2024. All other terms and conditions as previously amended shall remain the unchanged.	11/01/23	Approved 4-0
Robin Smith James Carroll David Hahn✓	15	P-16-19	Contract Amendment No. 2 Professional Structural Engineering Services Department Of Public Works/Engineering & Construction Management Division	That Contract No. 10425-02, originally executed November 15, 2019, between the City Of Jacksonville and STV, Inc., for Professional Structural Engineering Services, be amended to incorporate the attached request to increase the rates identified as Exhibit 'C'; extend the period of service from November 16, 2023, thru November 15, 2025, and increase the maximum indebtedness by \$3,000,000.00 to a new not-to-exceed maximum of \$9,000,000.00. All other terms and conditions shall remain unchanged.	11/16/23	Approved 4-0
Robin Adams✓ Chris Cicero✓	16	N/A	Informational Update Contract Amendment No. 2 Investment Consulting Services for 457(b) Deferred Compensation and 401(a) Defined Contribution Plans Finance and Administration Department/Treasury	The Treasury Division hereby notifies PSEC in accordance with Section 126.313 of the Purchasing Code and the related Treasury and Pension Procurement Procedures, that Contract No. 10624, originally executed February 1, 2019, between the City and Aon Hewitt Investment Consulting, Inc., Professional Services as Investment Consultant, be amended by exercising the second and final renewal option extending the period of services from February 1, 2024, thru January 31, 2026, and increasing the maximum indebtedness by \$221,400.00 to a new total maximum of \$721,400.00. This amount includes an additional not-to-exceed \$21,400.00 for additional services performed and invoiced basis. All other terms and conditions, as amended 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.	01/31/24	No Approval Needed
Meeting Adjourned: <u>10:17 A.M.</u>						

"The next PSEC meeting is scheduled to be held on Thursday, November 16, 2023."