

PUBLIC NOTICE  
AGENDA  
PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING  
Thursday, February 25, 2021, 10:00 a.m.  
Eighth Floor, Conference Room 851  
Ed Ball Building, 214 N. Hogan Street  
Jacksonville, FL 32202

HYBRID MEETING

Join Zoom Meeting  
<https://us02web.zoom.us/j/86268415008?pwd=UjhlbGk6KzRuemYrdlIRWWSG13bkdjLzZjO9>

Meeting ID: 862 6841 5008  
Passcode: 657328

Committee Members: Gregory Pease, Chairman  
Randall Barnes, Treasury  
David Migué, OCC

Subcommittee Members	ITEM #	TITLE & ACTION	NOTION	CONTRA EXP	OUTCOME
Tammy Emmons Leah Hayes	P-06-19	Contract Amendment No. 1 Consultant Services for the Development, Administration & Grading of Promotional Examinations for the JFRD Employee Services Department	That Contract No. 70223-20, originally executed July 13, 2020 between the City of Jacksonville and Industrial/Organizational Solutions for Development, Administration & Grading of Promotional Examinations be amended to exercise the first of four renewal options extending the period of service from April 1, 2021 through March 31, 2022, with three (3) renewal options remaining. All other terms and conditions shall remain the same.		
Rodger Beicher Kendra Mervin	P-46-17	Contract Amendment No. 8 Data Analytics Consultant Services Finance & Administration Department/Office of Grants and Contract Compliance	That Contract No. 10167-03 between the City of Jacksonville and MLP Logix, LLC for Data Analytics Consultant Services, be amended to: (i) Terminate Project 13 regarding data analytic services for Cure Violence and Community Based Crime Reduction effective December 31, 2020; (ii) increase the maximum indebtedness of project number seven Criminal Justice Reinvestment Grant, to align with the extension of the grant award by \$20,400.00 to a new maximum of \$37,200.00 and increase project number eight Kids Hope Alliance by \$20,400.00 to a new maximum of \$72,000.00, in accordance with the new data sharing agreement MOU between KHA and Duval County Public School; Thereby, (iii) increasing the total maximum indebtedness by \$40,800.00 to a new total maximum of \$442,505.00. All other terms and conditions, as previously 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.		

<p>Thomas Mc Knight Kelsey Cox</p>	<p>P-43-20</p>	<p>Subcommittee Report (Deferred 02/18/21) Construction Engineering and Inspection Services for the Emerald Trail Tier 1 Projects Department of Public Works/Engineering &amp; Construction Management Division</p>	<p>It is the consensus of the committee that of the six (6) proposals responding to the Request for Proposal (RFP) all were responsive, interested, qualified and available to provide the required services. The ranking of first, second and third, designates the order of qualification of these companies to perform the required services and alphabetically they are:  2) AE Engineering, Inc.  3) CSI Geo, Inc.  1) Meskel &amp; Associates Engineering, PLLC  We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with Meskel &amp; Associates Engineering, PLLC, the number one ranked company.</p>	
<p>cc: Council Auditor Subcommittee</p>			<p>MEETING ADJOURNED</p>	





# City of Jacksonville, Florida

*Lenny Curry, Mayor*

Employee Services Department  
117 West Duval Street, Suite 100  
Jacksonville, Florida 32202

ONE CITY. ONE JACKSONVILLE.

**Date:** February 18, 2021

## **MEMORANDUM**

**To:** Gregory W. Pease, Chairman  
Professional Services Evaluation Committee

**From:** Tammy Emmons, Manager of Personnel Services  
Employee Services Department

**Subject:** P-06-19 Consultant Services for the Development, Administration, &  
Grading of Promotional Examinations for the Jacksonville Fire and Rescue Department

Contract #70223-20 between the City and Industrial/Organizational Solutions is set to expire April 1, 2021. All work has been performed satisfactorily for the past year. Paragraph 4 of the contract allows for four, one-year renewal options. Therefore, we wish to extend the contract for the 1<sup>st</sup> of the one-year renewals. There is no rate increase associated with this amendment; all rates will remain the same.

Accordingly, this is to recommend that Contract #70223-20, originally executed July 13, 2020 between the City of Jacksonville and Industrial/Organizational Solutions, for Development, Administration & Grading of Promotional Examinations, be amended to exercise the first of four (4) renewal options to extend the Period of Service from April 1, 2021 to March 31, 2022. All other terms and conditions of the Contract shall remain the same.

TE/

**Attachments:** Industrial/Organizational Solutions agreement letter



**INDUSTRIAL/ORGANIZATIONAL SOLUTIONS**  
PUBLIC SAFETY SELECTION EXPERTS

February 18, 2021

Tammy Emmons  
Manager, Personnel Services – Examining  
City of Jacksonville

RE: P-06-19 Consultant Services for the Development, Administration and Grading of Promotional Examinations for the Jacksonville Fire and Rescue Department

Ms. Emmons:

IOS hereby agrees to a one (1) year extension of the above referenced contract (from 4/1/2021 to 4/1/2022); all provisions, terms and conditions of said agreement will remain the same.

We look forward to continuing our partnership.

Best regards,

Chad Legel  
President





*Lenny Curry, Mayor*

Department Name  
Street Address  
City, State ZIP  
(904) 630-CITY  
www.coj.net

ONE CITY. ONE JACKSONVILLE.

**MEMORANDUM**

**TO:** Greg Pease, Chief of Procurement  
**FROM:** Kendra Mervin, Grant Administrator *K. Mervin*  
**THRU:** Patrick "Joey" Grieve, Director of Finance and Administration  
**SUBJECT:** P-46-17, Request to Increase Maximum Indebtedness & Terminate Project 13  
**DATE:** February 9, 2021

The Office of Grant and Contract Compliance requests to amend award P-46-17 to:

- 1) Terminate project 13, regarding data analytics services for Cure Violence and Community Based Crime Reduction, effective December 31, 2020.
- 2) Increase the maximum indebtedness of project number seven to align with the extension of the grant award.

7. Criminal Justice Reinvestment Grant  
 \$20,400  
 10902.181301.549040.009102.00000000.00000.00000000  
 10901.181001.582001.000000.00000457.00000.00000000

Accordingly, we request that the maximum indebtedness be increased by \$20,400 to a new maximum indebtedness under this award of \$37,200.

- 3) Increase the maximum indebtedness of project number eight in accordance with the new data sharing agreement MOU between Kids Hope Alliance and Duval County Public Schools. Additionally, add the new insurance required as a result of the MOU as an exhibit to the contract.

8. Kids Hope Alliance  
 \$24,000  
 10901.181005.531090.000000.00000000.00000.00000000

Accordingly, we request that the maximum indebtedness be increased by \$24,000 to a new maximum indebtedness under this award of \$72,000.

October 31, 2020

Mr. Rodger Belcher  
Kids Hope Alliance  
1095 A Philip Randolph Boulevard  
Jacksonville, FL 32206

**SUBJECT: SCOPE OF WORK FOR FY 2020-2021-ADVANCED ANALYTICS – CJRG  
SCOPE OF WORK to extend through the end date April 30, 2021 to align with the  
Criminal Justice Reinvestment Grant's 6-month extension.**

Dear Rodger,

Please find the below scope of work in support of the Criminal Justice Reinvestment Grant:

**Analytical Studies and Surveys (Consulting) at \$150 per hour, not to exceed an additional \$20,400  
for the period between November 1, 2020 and April 30, 2021.**

Services include but are not limited to:

- Extract, transform, and load monthly CJRG data into a database.
- Work with grant coordinator to ensure data accuracy and provide support for monthly and quarterly reports.
- Refresh the existing CJRG Tableau dashboard with updated data.
- Present the dashboard at the monthly CJRG task force meeting.
- Regular monitoring of grant performance goals and analysis leading to insight on service provided by care coordinators and treatment providers.
- **End of grant wrap-up/closing analytics and reporting.**

Thank you for the opportunity to continue to support the Kids Hope Alliance and if you have any questions, please do not hesitate to call me at 904 208 5065 ext. 501.

Sincerely,



Theodore R. Willich  
Chief Executive Officer



September 30, 2020

Mr. Rodger Belcher  
Kids Hope Alliance  
1095 A Philip Randolph Boulevard  
Jacksonville, FL 32206

**SUBJECT: SCOPE OF WORK FOR FY 2020-2021 – ADVANCED ANALYTICS – KIDS HOPE ALLIANCE**

Dear Rodger,

Please find the below scope of work in support of the Kids Hope Alliance:

Analytical Studies and Surveys (Consulting) at \$150 per hour, not to exceed \$72,000

Services include but are not limited to:

- Collect, extract and transform multiple data sources into a single database to include data from COJ and all other relevant sources, such as the Department of Juvenile Justice, Non-profits, state and federal government databases.
- Apply statistical and machine learning modeling techniques to identify trends, predictors and other signals in the combined data sets.
- Analyze the efficacy of KHA programs from the five essential afterschool, summer learning, teen programs and full-service schools.
- Provide consultation on the report types of analysis and metrics that should be utilized in evaluation.
- Provide presentations on the findings and analysis.
- Obtaining additional insurance coverage as required by the Duval County Public Schools (DCPS) to support analytics and reporting for data sharing studies between DCPS and KHA.

Thank you for the opportunity to continue to support the Kids Hope Alliance and if you have any questions, please do not hesitate to call me at 904 208 5065 ext. 501.

Sincerely,



Theodore R. Willich  
Chief Executive Officer



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/04/2020

**APPROVED**

ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Wellhouse Company, LLC 1 Independent Drive Suite 3125 Jacksonville FL 32202		<b>CONTACT NAME:</b> Kerrie Kenna, PIAM,CPIW <b>PHONE (A/C, No, Ext):</b> (904) 256-9481 <b>FAX (A/C, No):</b> (904) 453-8581 <b>E-MAIL ADDRESS:</b> kkenna@wellhousecompany.com	
<b>INSURED</b> NLP Logix, LLC 4215 Southpoint Boulevard Suite 140 Jacksonville FL 32216		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> CNA/Valley Forge Ins Company NAIC # 20508 <b>INSURER B:</b> CNA/Transportation Insurance Company 20494 <b>INSURER C:</b> North American Capacity Ins Co 25038 <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** 20/21      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y Y	B6073248196	02/06/2020	02/06/2021	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y Y	B6073248196	02/06/2020	02/06/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
B	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A Y	WC680591763	02/06/2020	02/06/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	<input checked="" type="checkbox"/> <b>Cyber Techn Errors &amp; Omissions(Prof Liab)</b>	Y	C-4LPX-217931-CYBER-2020	02/06/2020	02/06/2021	Each Occurrence 2,000,000 Aggregate 2,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

DCPS and the City of Jacksonville and City's members, officials, officers, employees and agents are additional insured as respects to General Liability and Auto Liability on a primary & noncontributory basis when required in written contract. Waiver of Subrogation applies in favor of DCPS and the City of Jacksonville and City's members, officials, officers, employees and agent as respects to General Lia., Auto Lia., Professional Lia. and Workers compensation when required in written contract. 30 Days notice of cancellation applies in favor of the certificate holder.

<b>CERTIFICATE HOLDER</b>  City of Jacksonville 117 W Duval Street Ste 335  Jacksonville FL 32202	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
--	--

© 1988-2015 ACORD CORPORATION. All rights reserved.





# City of Jacksonville, Florida

*Lenny Curry, Mayor*

Department of Public Works  
Engineering & Construction Management Division  
214 N. Hogan Street, 10<sup>th</sup> Floor  
Jacksonville, FL 32202  
(904) 255-8762  
www.coj.net

ONE CITY. ONE JACKSONVILLE

February 1, 2021

**TO:** Gregory W. Pease, Chairman  
Professional Services Evaluation Committee

**THRU:** John P. Pappas, P.E. *John P. Pappas*  
Director

**FROM:** Robin G. Smith, P.E. *R. Smith*  
Chief, Engineering and Construction Management

Thomas G. McKnight *THMCKNT*  
Capital Improvement Construction Manager

Kelsey R. Cox, P.E. *Kelsey Cox*  
Professional Engineer

**SUBJECT:** P-43-20 Construction Engineering and Inspection Services for the Emerald Trail Tier 1 Projects

The subcommittee received six (6) proposals for evaluation for the subject project and found it to be responsive, interested, qualified and available to provide the services required by the RFP.

The proposals were evaluated using the criteria outlined in the Purchasing Code as augmented by the RFP (see attached matrix).

Based on the above, the following firms listed alphabetically were determined to be the most qualified of those submitting proposals. The ranking of first, second, and third designates the order of qualification of these firms to perform the required services.

- 2. AE Engineering, Inc.
- 3. CSI Geo, Inc
- 1. Meskel & Associates Engineering, PLLC

We recommend that the above list be forwarded to the Mayor for final selection.

JPP/tw

Attachment: Scoring Matrix

*88*

Evaluation Matrix

EVALUATION SCALE

20

PROJECT NO P-43-20

QUALIFIED

EXTREMELY QUALIFIED

PROJECT TITLE: CD Services for the Emerald Trail Tier 1 Projects

COMPETENCE	CURRENT WORKLOAD	FINANCIAL RESPONSIBILITY	ABILITY TO OBSERVE COMPLIANCE WITH PLANS	PROFESSIONAL ACCOMPLISHMENTS RECORD	PROXIMITY TO PROJECT	Pass Points Determined Commitment to Best Quality Business & Competitive Service & Service Level Price	ABILITY TO DESIGN AN APPROACH AND WORK PLAN	Willingness to meet team time & Budget	VOLUME OF CURRENT WORK FOR USING AGENCIES	OVERALL
Maximum Points	10	6	10	5	10	20	20	10	10	110
The Gibbs Group, Inc.	9.00	2.00	8.00	4.50	10.00	20.00	13.50	5.00	9.00	90.50
AE Engineering, Inc.	8.75	3.00	8.50	4.00	10.00	20.00	19.00	10.00	9.00	107.25
Michael Baker International	7.25	5.00	8.30	4.50	4.00	16.50	11.00	8.00	5.00	60.13
Englund-Thoms & Miller	9.00	5.00	9.00	3.50	10.00	15.00	15.50	7.00	1.00	83.00
CSI Dev, Inc.	8.00	2.00	8.50	5.00	10.00	20.00	18.00	8.00	9.00	92.50
Market & Assoc. Engineering, PLLC.	9.00	3.00	10.00	5.00	10.00	20.00	18.50	9.50	9.00	103.00