Docusign Envelope ID: AEB3AD91-81ED-4159-B05F-70C070213BAC

City of Jacksonville, Florida

Procurement Award Form (PAF)

Part 1 – Form Type: JPAC Award Request: Renewals, Extensions, and Unit Price Increases

Goods and/or Services: Traffic Signal Unit Price Construction - Countywide

Requested Action and Justification:

Requesting approval to ratify the period of service from January 31, 2026 to date of executed contract. Recommend approval for James D. Hinson Electrical Contracting Company, Inc. to exercise the third and final renewal option. Period of service will be from date of executed contract through January 30, 2027. Total not to exceed expenditure of $5,000,000.00 will remain the same.

Reasons for delay in processing are: Did not receive vendor memorandum until December 8, 2026. Submitted through docu-sign three times and received errors. Successful submittal through docu-sign and document was declined for possible duplication.

Supplier:	James D Hinson	**Basis of Award:**	LPTA	**BID Opening Date:**	11/22/2022

POA #:	70176-23	**PO #:**	N/A	**Change Order #:**	N/A
Solicitation #:	RFP-NONCON ESC-0006 23	**Contract #:**	70176-23	**Contract ADM #:**	3
Term:	1 year	**Options:**	3, 1-year	**Options Used:**	2

Federally Funded:	No	**JSEB Rec:**	N/A
Licenses Verified:	N/A	**JSEB %:**	N/A
Bonds Required:	No	**Bonds Waived Pursuant To:**	N/A

Fund:	000000	**Center:**	000000	**Acct:**	000000	**Proj:**	000000	**Activity:**	00000000	$ 0
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$

New NTE/GMP:	$ 5,000,000.00	**Contingent Amt:**	$ 0	**DMP/ODPO Amt:**	$ 0

Using Agency/BU:	PWTE:TRAFFIC ENGINEERING		
Concurrence:	Docusigned by: Christopher Drew 7D2D2C225B189489...	**Title:**	CHIEF OF TRAFFIC ENGINEERING 2/2/2026
Concurrence:	Signed by: 1EFA223D5D23487...	**Title:**	DIRECTOR OF PUBLIC WORKS 2/4/2026
Concurrence:		**Title:**	
Concurrence:		**Title:**	

Initial DT
Initial DT

Procurement Analyst/Buyer:	Signed by: Pierce, Melissa 6FF435104847484...	**Chief of Procurement:**	Signed by: 2/10/2026
Name:	Pierce, Melissa	**Name:**	Dustin L. Freeman B10F1D517352456...

Part 2 – JPAC Action: All award actions subject to lawfully appropriated funds.		**Part 3 – Final Awarding Authority Action:**	
Members who approve:		**Action:**	
Members who disapprove:		**Signature:**	
Date:		**Date:**	

Docusign Envelope ID: AEB3AD91-81ED-4159-B05F-70C070213BAC

PAF Instructions
Part 1 (using agency)

Form Type: This form will be used for both Administrative Awards and JPAC Requests. Select type from dropdown options.

Goods and/or Services: Enter a brief description of the types of goods and services included in the request.

Requested Action and Justification: Enter a brief description of the requested action or authority being sought. i.e.; *Request permission to award the lowest, responsive responsible bidder for an ITB or award the highest ranked supplier for an RFP.* This block should also be used for additional information such as additional 4th account strings, or other information essential for contract execution.

Supplier: Enter awarded supplier name**.** If multiple, include in "Requested Action and Justification" box.

Basis of Award: Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA) or N/A.

Bid Opening Date: The date bids were unsealed by Procurement.

POA #: This is your 1Cloud generated Agreement number. Select Type, Enter Number.

PO #: Enter the PO number or agreement release number.

Change Order #: Provide the applicable change order number represented by this request.

Solicitation #: Select Prefix type, Enter Number, and Year.

Contract #: This number should be the same as your POA number (unless procured prior to 2020)

Contract Amendment #: Provide the applicable amendment number represented by this request.

Term: Select the Period of Performance or Term for the initial period.

Options: Period of time for each renewal or option.

Options Used: Prior to this request, enter how many options were already used.

Federally Funded: Select yes or no from dropdown if Federal Funds will be used.

JSEB Rec: Select Encouragement or JSEB Set Aside Option.

JESB %: If JSEB Participation, enter the percentage.

Bonds Waived Pursuant to: Select option from Drop down.

Funding Sources: Fund/Center/Account/Project/Activity, all fields are required even if zeros.

New NTE/GMP: Enter the new total not to exceed amount. Note, this should match the contract maximum indebtedness, if applicable**.**

Contingent Amount: If your agency requests an allowance for unforeseen additional expenses, then specify the amount of your requested increase and new NTE that represents the contingency allowance. This is over and above any quote.

DMP/ODPO Account: Enter the Direct Materials Purchase/Owner Direct Purchase Order Account. Used mainly for CIP (Capital Improvement/Construction) Projects

Using Agency/BU: Select one from the dropdown list.

Concurrence: Using Agency internal routing requirements for Electronic Signatures (follow Proc Manual for threshold requirements)

Title: Title of person electronically signing form.

Attachments: Included any supplemental information to the Procurement Award Form. i.e.; *Scope of work, previous awards*.

**Any field where there is no data available, or no entry is required, either leave it blank or enter N/A. Any fields where there is known data, include for informational purposes. Any changes to an original award should contain the data that is being changed and any other relevant data required for JPAC review and approval.*

Docusign Envelope ID: AEB3AD91-81ED-4159-B05F-70C070213BAC

A NEW DAY.

City of Jacksonville, Florida
Donna Deegan, Mayor
Department of Public Works
Traffic Engineering Division
1007 Superior Street
Jacksonville, Florida 32254
(904) 255-7533
www.coj.net

M E M O R A N D U M

TO: **Dustin L. Freeman, Chief**
Procurement Division

THROUGH: **Nina Sickler P.E., Director**
Department of Public Works

FROM: **Christopher LeDew, P.E., Chief**
Traffic Engineering

SUBJECT: **Amendment #3 - Renewal Request - Contract #70176-23, Bid #ESC-0006-23**
James D. Hinson Electrical Contracting Company, Inc.
Traffic Signal Unit Price Construction - Countywide

DATE: **January 16, 2026**

The Department of Public Works, Traffic Engineering, has received a request from James D. Hinson Electrical Contracting Company, Inc., to exercise the third and final of three (3) one (1) year renewal options for Contract #70176-23.

Accordingly, we recommend approval of the renewal option requested by James D. Hinson Electrical Contracting Company, Inc., for the one (1) year service period from January 31, 2026, to January 30, 2027, the contract maximum indebtedness will remain the same $5,000,000.00.

Work will continue to be performed under purchase orders issued during the fiscal year from accounts generated by the fiscal year budget administration beginning October 1, 2025.

Docusign Envelope ID: AEB3AD91-81ED-4159-B05F-70C070213BAC

JAMES D. HINSON
ELECTRICAL CONTRACTING CO., INC.

December 8, 2025

Carlton Copeland
TRAFFIC ENGINEERING DIVISION
City of Jacksonville I 007 Superior Street
Jacksonville, Florida 32254

Re: TRAFFIC SIGNAL UNIT PRICE CONSTRUCTION 2026/2027 ESC-0006-23

Dear Mr. Copeland:

We would appreciate your consideration of extending the existing Unit Price Contract for an additional year until January 31, 2027. Unit Prices will remain the same.

Thank you very much for the opportunity to work with your division on the contract. Please call me at (904) 262-3805 if l can be of further assistance.

Sincerely,

James D Hinson

Digitally signed by James D Hinson
Date: 2025.12.08 13:43:33 -05'00'

J. Daniel Hinson
President

11609 COLUMBIA PARK DR. W. JACKSONVILLE, FL 32258-2480 PH (904)262-3805 FAX (904)268-3253 EC0001588

Docusign Envelope ID: AEB3AD91-81ED-4159-B05F-70C070213BAC

City of Jacksonville, Florida
Procurement Award Form (PAF)

Part 1: Form Type ADMIN Award Request: Renewals, Extensions, and Unit Price Increases (within NTE)

Goods and/or Services: Traffic Signal Unit Price Construction-Countywide ESC-0006-23

Requested Action/Authority:

Traffic Engineering has received a request from James D. Hinson, to exercise the second of three (3) one (1) year renewal options for Contract #70176-23.

Justification/Explanation:

We recommend approval of the renewal option requested by James D. Hinson for the one (1) year service period from January 31, 2025, to January 30, 2026, in the amount of $1,500,000.00. Funding will be encumbered by individual releases against the POA dependent on the appropriate fiscal year, and funds appropriated by the City.

Legal Contract #:	70176-23	Contract Date:	01/31/2023	Change Order/AMD #:	Amendment #2	
PO/Release #:	N/A	Bid Date:	11/22/2022	Awarded Supplier:	James D. Hinson	
Licenses Verified:	N/A	Effective Date:	01/31/2025	Basis of Award:	N/A	
Federally Funded:	N/A	No. Invited:	6	Responses Received:	3	Attachments:
Solicitation:	N/A - ESC-006 - 23			Procurement Contract #:	POA - 70176-23	
Executed By:	Office of General Counsel					

PoP:Base:	1 year	Options:	2 of 3 one (1) Year Renewal	Extension(s):	2
JSEB Rec.:	N/A	%:	N/A	Bonds Waived Pursuant To:	N/A

Fund:	00000	Center:	000000	Acct:	000000	Proj:	000000	Activity:	00000000	$	1,500,000.00
Fund:		Center:		Acct:		Proj:		Activity:		$	
Fund:		Center:		Acct:		Proj:		Activity:		$	

New NTE/GMP:	$ 5,000,000.00	Contingent Amount:	$ 0.00	DMP/ODPO Amount:	$ 0.00

Using Agency/BU:	PWTE:TRAFFIC_ENGINEERING			
Concurrence:	DocuSigned by: Chris LeDew DED2D2256189489...	Title:	CHIEF OF TRAFFIC ENGINEERING	11/21/2024
Concurrence:	DocuSigned by: Nina Sicker 1EFA223D5D23487...	Title:	DIRECTOR OF PUBLIC WORKS	11/27/2024
Concurrence:		Title:		
Concurrence:		Title:		

Initial DT

Procurement Analyst/Buyer:	Signed by: Kemp, Benjamin 17483D5CD0EE4C1...
Name:	Kemp, Benjamin
Procurement Manager:	Signed by: Marilyn Laidler 643A428BD05144E...
Name:	Marilyn Laidler
Chief of Procurement:	DocuSigned by: B19F1D517352456... 12/4/2024
Name:	Dustin L. Freeman

Docusign Envelope ID: AEB3AD91-81ED-4159-B05F-70C070213BAC

SUBJECT: TRAFFIC SIGNAL UNIT PRICE CONSTRUCTION - COUNTYWIDE - RE-BID

BID #: ESC-0006-23 **OPEN DATE:** 11/30/2022

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: EVALUATED BID – ONE (1) YEAR FROM DATE OF CONTRACT EXECUTION WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: TRAFFIC ENGINEERING DIVISION

BASIS OF AWARD: THREE (3) HIGHEST SCORES BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 6 **NUMBER RECEIVED:** 3 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the first renewal option with James D. Hinson Electric Contracting Company, Inc. (contract #70176-23) in the annual not-to-exceed expenditure amount of $1,500,000.00. Total revised not-to-exceed award amount will be $3,500,000.00. Period of service will be from January 31, 2024 through January 30, 2025 with two (2) one (1) year renewal options remaining.

Funding for this award will be encumbered from account 32124.153101.565051.001022.00000000.00000.0000000, executed by formal contract amendment #1 through the Office of General Counsel, and processed via Purchase Order(s).

ATTACHMENTS: Recommendation Memo, Supplier's Letter, Section 1.3 Term of Agreement, Previous Award

ANALYST: _____ DAVID KLAGES

RESPECTFULLY SUBMITTED: _____ DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: CHRISTOPHER W. LEDEW, P.E., CHIEF, TRAFFIC ENGINEERING DIVISION

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 11/9/2023

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 11/13/2023

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02

Docusign Envelope ID: AEB3AD91-81ED-4159-B05F-70C070213BAC

A NEW DAY.

City of Jacksonville, Florida
Donna Deegan, Mayor
Department of Public Works
Traffic Engineering Division
1007 Superior Street
Jacksonville, Florida 32254
(904) 255-7533
www.coj.net

MEMORANDUM

TO: **Dustin L. Freeman, Chief**
Procurement Division

THROUGH: **Nina Sickler P.E., Director**
Department of Public Works

FROM: **Christopher LeDew, P.E., Chief**
Traffic Engineering

SUBJECT: **Amendment #1 - Renewal and NTE Increase Request - Contract #70176-23, Bid #ESC-0006-23**
James D. Hinson Electrical Contracting Company, Inc.
Traffic Signal Unit Price Construction - Countywide

DATE: **October 25, 2023**

The Department of Public Works, Traffic Engineering has received a request from James D. Hinson Electrical Contracting Company, Inc., to exercise the first, of three (3) one (1) year renewal options for Contract #70176-23.

Accordingly, we recommend approval of the renewal option requested by James D. Hinson Electrical Contracting Company, Inc., for the one (1) year service period from ~~February 1, 2024, to January 31, 2025,~~ in the amount of $1,500,000.00. The revised contract amount will be $3,500,000.00. January 31, 2024 – January 30, 2025 DK

We would also like to request a correction within the formal contract in Paragraph 4 for the term to reflect "three (3) additional one-year terms".

Work will continue to be performed under purchase orders issued during the fiscal year from accounts generated by the fiscal year budget administration beginning October 1, 2023.

Please contact Fay Deschenes at 255-7542 with any questions.

Account (other accounts will be used as necessary):

32124.153101.565051.001022.00000000.00000.0000000	$ 1,500,000.00

Attachments: Memo renewal request from James D. Hinson Electrical Contracting Company, Inc.; Signed Award Memo 12/22/2022; Original Contract executed January 31, 2023

Docusign Envelope ID: AEB3AD91-81ED-4159-B05F-70C070213BAC

JAMES D. HINSON
ELECTRICAL CONTRACTING CO., INC.

October 19, 2023

Carlton Copeland
TRAFFIC ENGINEERING DIVISION
City of Jacksonville I 007 Superior Street
Jacksonville, Florida 32254

Re: TRAFFIC SIGNAL UNIT PRICE CONSTRUCTION 2023/2024 ESC-0006-23

Dear Mr. Copeland:

We would appreciate your consideration of extending the existing Unit Price Contract for an additional year until January 31, 2025. Unit Prices will remain the same.

Thank you very much for the opportunity to work with your division on the contract. Please call me at (904) 262-3805 if I can be of further assistance.

Sincerely,

J. Daniel Hinson
President

11609 COLUMBIA PARK DR W JACKSONVILLE FL 32258-2480 PH (904)262-3805 FAX (904)268-3253 EC0001588

Docusign Envelope ID: AEB3AD91-81ED-4159-B05F-70C070213BAC

assemblies, control cabinets, vehicle detection loops, interconnect conduit and/or fiber optic cable including terminations, signal cables, electrical power services, and installation of overhead and shoulder mounted traffic control signs. The unit price description of each work effort will specify whether the work to be performed will be done with material or equipment that is supplied by the City or supplied by the contractor. All conduit, loop wire, signal cable and span wire will be provided by the contractor.

Specific project locations and designs will not be known at the time of letting and will be determined during project development. The City will issue no more than three (3) work orders at a time, to each contractor. The City will issue work orders based on satisfactory completion and acceptance of work completed. The City and its staff will be responsible for providing a signal design package to the Contractor for each location through a work order. During the design phase of each work order, the Contractor will attend field meetings with the designer, including a design kickoff meeting and utility coordination meeting. Upon completion of the design, the Contractor will be provided a traffic signal design package for each individual location which will include the applicable pay items and quantities, and plan drawing. The City reserves the right to select and distribute work to be performed.

Please see Section 4 for a full description of the services and deliverables required under this RFP.

1.3 Term of Agreement.

The initial term of agreement will commence upon execution of the Contract and will continue for one (1) year. Buyer will have the option to renew such agreement for up to **three (3)** additional **one (1)** year terms upon satisfactory performance by Contractor. The Contract is subject to early termination as set forth elsewhere in this RFP.

1.4 Minimum Requirements for Contractors.

Contractors must satisfy the following minimum requirements in order to have their Responses evaluated. By submitting a Response, Contractor warrants and represents that it satisfies these requirements. Failure to meet these requirements will result in the Response not being evaluated and being rejected as non-responsive:

1. Contractor shall provide current proof of all business licenses required by local, state, and federal law as applicable.
2. Must be pre-approved by the Florida Department of Transportation (FDOT) under the "Traffic Signal" work classification at the time of bid opening.

1.5 Equal Business Opportunity Program.

It is an official policy of the City of Jacksonville to encourage the maximum participation of Jacksonville Small and Emerging Businesses (JSEBs) in its contract awards based upon availability. To participate as a JSEB on Buyer projects, a company must be certified as a JSEB with the City's Equal Business Opportunity Office.

This RFP and the resulting Contract are subject to requirements of the "Encouragement Plan," which is fully described on Attachment C to this RFP.

Contractors may contact Buyer's Equal Business Opportunity Office at (904) 255-8840 or find the JSEB directory on Buyer's website. Please contact the Contact Person identified in Section 1.12 if you are uncertain of Buyer's website address or if you experience problems accessing it.

1.6 Documents Available for Inspection.

N/A.

1.7 Federal Funds.

Federal funds **will not** be used as part of this solicitation.

1.8 Mandatory Pre-Bid Meeting.

Wednesday, **November 16, 2022** at **10:00 a.m.** at the Ed Ball Building, 214 N. Hogan Street, Room 825 (8th floor), Jacksonville, Florida 32202.

Docusign Envelope ID: AEB3AD91-81ED-4159-B05F-70C070213BAC

SUBJECT: TRAFFIC SIGNAL UNIT PRICE CONSTRUCTION - COUNTYWIDE - RE-BID

BID #: ESC-0006-23 **OPEN DATE:** 11/30/2022

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: EVALUATED BID – ONE (1) YEAR FROM DATE OF CONTRACT EXECUTION WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: TRAFFIC ENGINEERING DIVISION

BASIS OF AWARD: THREE (3) HIGHEST SCORES BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 6 **NUMBER RECEIVED:** 3 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
The evaluation committee has completed their review of the three (3) responses received for the subject RFP.

Recommend approval of award to all three (3) responding firms. The firms are listed alphabetically below. The rankings of first, second, and third designate the order of qualification of these firms to perform the required services. Work Orders will be issued based on workload and satisfactory completion and acceptance of work completed.

Firm	Score	Rank
James D. Hinson Electrical Contracting Company, Inc.	74.00	2
Miller Electric Company	67.67	3
Traffic Control Devices, LLC	89.34	1

Estimated initial award amount not-to-exceed $2,000,000.00 for each firm ($6,000,000.00 total). Period of service will be one (1) year from the date of contract execution with three (3) one (1) year renewal options.

Funding for this award will be encumbered from account 32124.153101.565051.001022.00000000.00000.0000000 and other accounts as needed, executed by formal contract through the Office of General Counsel, and processed via Purchase Orders.

ATTACHMENTS: Recommendation Memo, Responsiveness Review, Evaluation Matrix, Bid Tabulation, Sections 1.1, 1.3 and 2.6

ANALYST: _____
DAVID KLAGES

RESPECTFULLY SUBMITTED: _____
DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: CHRISTOPHER W. LEDEW, P.E., CHIEF, TRAFFIC ENGINEERING DIVISION

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 12/22/2022

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 12/22/22

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No: 2019-02