

**PUBLIC NOTICE**  
**PSEC AGENDA**  
**PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING**  
**MINUTES FOR Thursday, January 12, 2023, 10:00 a.m.**  
 Eighth Floor, Conference Room 851  
 Ed Ball Building, 214 N. Hogan Street  
 Jacksonville, FL 32202  
[Join Teams Meeting](#)  
[Teams Meeting](#)

Committee Members: ✓ Annette Leslie-Burney, Chairperson (in Dustin Freeman absence)  
 ✓ Brennan Merrell, Treasury  
 ✓ James McCain, Jr., OGC

Subcommittee Members	ITEM #	TITLE & ACTION	MOTION	CONTRA EXP	OUTCOME
Patrick Greive Tracy Flynn Bibinia Centeno ✓	P-23-22	<b>Fee &amp; Contract Negotiations Casualty Actuarial Services</b> Finance and Administration Department/Insurance and Risk Management Division	That the City of Jacksonville enter into an agreement with Pinnacle Actuarial Resources, Inc., to provide the Casualty Actuarial Services that incorporates the attached Scope of Services identified as Exhibit 'A' and Fee summary identified as Exhibit 'B'; the period of services will be from execution of the contract through September 30, 2027; and the maximum indebtedness is a not-to-exceed amount of \$165,000.00. All other terms and conditions are per the City's standard contract language and as provided in the Request for Proposal.		Approved 4-0
Paul Barrett Roger Phillips ✓	P-01-23 PP#1	<b>Single Source/Proprietary Award Financial Advisory Services</b> Finance and Administration Department/Treasury Division	That the City of Jacksonville enters into a proprietary agreement with PFM Financial Advisors, LLC, to continue to provide Financial Advisory Services for the Treasury Division by incorporating the attached Scope of Services identified as Exhibit 'A' and Fee Schedule identified as Exhibit 'B'; the maximum indebtedness is a not-to-exceed amount of \$4,473,000.00; the period of services will be from February 1, 2023, thru January 31, 2026, with two, 2-year renewals available at terms mutually agreeable. All other terms and conditions are per the City's standard contract language and Contract # 10219.		Approved 4-0
Will Williams Robin Smith David Hahn ✓	P-29-21	<b>Contract Amendment No. 1 Engineering Services for Beach Renourishment Projects – Annual Contract</b> Department of Public Works/Engineering & Construction Management Division	That Contract No. 71759-22, originally executed June 23, 2022, between the City of Jacksonville and Olsen Associates, Inc., for Coastal Engineering Services for Beach Renourishment Projects be amended to incorporate the attached Scope of Services identified as Exhibit 'C' and Contract Fee Service identified as Exhibit 'D'; to increase the not-to-exceed amount for Professional Coastal Engineering Services by \$91,897.00 to a new amount of \$424,692.00, thereby, increasing the maximum indebtedness to the city by \$91,897.00, to a new not-to-exceed amount of \$424,692.00. All other terms and conditions shall remain the same.		Approved 4-0
Will Williams Robin Smith David Hahn ✓	P-14-20	<b>Contract Amendment No. 1 Wetland Identification, Mitigation and Related Permitting Activities – Annual Contract</b> Department of Public Works Engineering & Construction Management Division	That Contract No. 70746-21, Originally executed February 3, 2021, between the City and Alpha Envirotech Consulting, Inc., for Wetland Identification, Mitigations and Related Permitting Activities be amended to extend the period of service from February 3, 2023, thru February 2, 2025, and to increase the rates as requested in Exhibit 'C' with all other terms and conditions remaining the same.		Approved 4-0
Jonathan Page ✓ Will Enz	P-34-22	<b>Subcommittee Report Professional Services for Metropolitan Park Design</b> Department of Public Works/Engineering & Construction Management Division	It is the consensus of the committee that of the six (6) proposals received in response to the Request for Proposal (RFP) 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 service and alphabetically they are: 1) Civitas, Inc. 2) Dix. Hite + Partners, Inc. 3) Scape Landscape Architecture D.P.C., Inc. We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with Civitas, Inc., the number one (1) ranked firm.		Approved 4-0
Robin Smith James Carroll	P-22-18	<b>Contract Amendment No. 3 Professional Design Services for Duval Road Widening from Dunn Avenue to I-295</b> Department of Public Works/Engineering & Construction Management Division	That Contract No. 10747, originally executed February 3, 2020, between the City of Jacksonville and Alfred Benesch & Company for Professional Design Services for Duval Road Widening from Dunn Avenue to I-295, be amended to incorporate the attached Scope of Services identified as Exhibit 'F' and Contract Fee Summary identified as Exhibit 'G'; to increase the rates as requested and to increase the lump sum amount for Design Services by \$1,372,739.81 to a new amount of \$1,683,267.18, increase the not-to-exceed limits for:		Approved 4-0

			Environmental/Geotechnical Services by \$191,125.12 to a new limit of \$242,512.19, Survey by \$248,628.55, to a new limit of \$455,089.74, cultural services by \$47,419.16 to a new limit of \$55,551.79, Contamination Assessment by \$26,805.09 to a new limit of \$33,793.93 and to add new not-to-exceed limits for Public Meetings in the amount of \$2,000.00 and Contingency in the amount of \$30,000.00. thereby increasing the maximum indebtedness to the City by \$1,918,717.73 to a new maximum of \$2,509,125.83. All other terms and conditions, as previously amended, shall remain the same.	
Robin Smith✓ Tom McKnight	P-49-22	Subcommittee Report Construction Engineering and Inspection Services For The RiversEdge Development Project Department of Public Works/Engineering & Construction Management Division	It is the consensus of the committee that of the one (1) proposal received in response to the Request for Proposal (RFP) was found to be responsive, interested, qualified and available to provide the required services and that company is:  1) VIA Consulting Services, Inc.  We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>VIA Consulting Services, Inc.</u> , the number one (1) ranked firm.	Approved 4-0
Daryl Joseph Nikita Reed David Hahn✓	P-40-21	Fee & Contract Negotiations Professional Services for Ivey Road Park Department of Public Works/Engineering & Construction Management Division	That the City of Jacksonville enter into a contract with Construction and Engineering Services Consultants, Inc., for Professional Services for Ivey Road Park that incorporates the attached Scope of Services identified as Exhibit 'A' and Contract Fee Schedule identified as Exhibit 'B' to provide a lump-sum amount for Design Services in the amount of \$475,995.74 and not-to-exceed limits for Permitting in the amount of \$3,000.00; Geotechnical in the amount of \$19,247.77, SUE in the amount of \$4,800.00, Survey in the amount of \$18,955.86 and Contingency in the amount of \$25,000.00, with a maximum indebtedness to the City in the amount of \$546,999.37, the period of service will be from execution of the contract through project completion. All other terms and conditions are per the Request for Proposal and the City's standard contract language.	Approved 4-0
Melissa Long Nikita Reed David Hahn✓	P-03-22	Fee & Contract Negotiations NPDES Engineering and Permit Administration Services Department of Public Works/Engineering & Construction Management Division	That the City of Jacksonville enter a contract with England, Thims & Miller, Inc., for NPDES Engineering and Permit Administration Services that incorporates the attached Scope of Services identified as Exhibit 'A' and Contract Fee Schedule identified as Exhibit 'B'; provide a lump-sum amount for NPDES Engineering and Permit Administration Services in the amount of \$842,140.28 and not-to-exceed limits for: PWD Special Project Requests in the amount of \$25,000.00; EQD Special Project Requests in the amount of \$25,000.00, and M&LM Division Special Project Requests in the amount of \$35,000.00 with the maximum indebtedness to the City in the amount of \$922,140.28. The initial Period of Service will be for one (1) year with the option to extend such contract for two (2) additional <del>one-year</del> two-year periods upon satisfactory performance by the Consultant.	Approved 4-0 (As amended)
Meeting Adjourned: <u>10:10 A.M.</u>				

*"The next PSEC meeting is scheduled to be held on Thursday, January 26, 2023."*