City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

ONE CITY. ONE JACKSONVILLE.

MEMORANDUM

TO: **Competitive Sealed Proposal Evaluation Committee ("CSPEC")**

FROM: **Gregory Pease, Chief of Procurement**

DATE: **May 12, 2021**

RE: **REQUEST FOR APPROVAL TO UTILIZE COMPETITIVE SEALED PROPOSAL PROCESS**

Pursuant to Chapter 126, Part 7, § 126.701 approval is requested to utilize the Competitive Sealed Proposal process to select the most qualified Design-Build Service (RFQ) for Small Active and Passive Parks Design-Build Projects for the Public Works Engineering and Construction Management Division. As a follow-up to the same, the CSPEC is now requested to review and approve the solicitation documents attached hereto.

More specifically, the CSPEC is requested to review and approve the evaluation criteria as outlined in the attached Request for Qualifications ("RFQ"). Procurement's review in this matter has revealed that:

> The attached Certification Letter and the Scope of Services received from the using agency appear to be in order.
>
> The RFQ **has been** reviewed and approved by Risk Management regarding insurance and indemnification requirements.
>
> The RFQ **has been** reviewed and approved by EBO regarding JSEB participation goals and EBO recommends: Participation Plan.

It is requested that the CSPEC take these issues into consideration in its review and/or approval in this matter.

CSPEC APPROVAL

Finance Director or designee	Procurement Chief or designee
General Counsel or designee	Department/Agency Representative
Public Works Director or designee	

Department of Finance and Administration

Procurement Division

CITY OF JACKSONVILLE

December 23, 2020

To: Greg Pease, Division Chief
Procurement Division

From: Gretchen Williams, JSEB Compliance Officer
Jacksonville Small and Emerging Businesses

RE: **DB Services for Small Active and Passive Parks**

The Jacksonville Small and Emerging Business & Contract Compliance (JSEB) Office has reviewed the scope of work, consulted the using agency, and contacted ready, willing, and available JSEBs.

Based upon our findings, we recommend the following:

- ☐ Encouragement
- ☒ Participation 20%
- ☐ Set-A-Side 100%

Our outreach efforts are documented and attached. Please let us know if you have any questions or concerns.

I can be reached at (904) 255-8833.

Cc: Marilyn Laidler
Rose Nettles

214 N. Hogan Street, Suite 800 | Jacksonville, FL 32202 | Phone: 904.255.8840 | Fax: 904.255.8842 | www.jseb.coj.net

Department of Finance and Administration

Procurement Division

CITY OF JACKSONVILLE

Internal Document

Goal Setting Checklist

BID/RFP Name: **DB Services for Small Active and Passive Parks**

The following has been reviewed:

☒ Number of JSEB's ready, willing and able: _9__

☒ Scope of services: Design, permitting, construction and renovation of Parks-

Parks, pocket parts, playgrounds, Baseball and soccer fields, parking, lighting and trails

☐ Types of work (non-administrative) to be done. (attach examples to document)

☒ JSEB's contacted by phone_19___.

☐ Using Agency notified of goal/percentage:.

☒ Engineers Project Estimate **N/A**

List JSEB's below

Company Name	Interested Yes/No	
Arkest LLC	Caldera, Rafael	(904) 355-9001 Y-Interested
Baker Consulting & Engineering, LLC	Baker, Tamara	(904) 559-2657 Y-interested
Lasa Construction, Inc.	Hernandez, Ryan	(904) 260-2381 VM (2)
Pinnacle Civil and General Contractors, LLC.	Garcia, Javier	(904) 992-0208 MAILBOX FULL
PQH Group Inc.	Perez, Jose	(904) 224-0001 Y-Interested
Preeminence Contracting	Johnson, Charles	(904) 226-0332-N-too busy
Prince R Masonry LLC	Prince, Raymond	(904) 674-8677 Y-Interested
RDBG Consulting Group LLC	Jones, Christopher	(904) 396-9910 VM (2)
RJM Contractor, Inc of Jacksonville	Mullaly, Bob	(904) 764-7897 VM (2)
Rodriguez Architecture, LLC	Rodriguez, Joanna	(904) 345-5483 N
SJD Consultants, Inc	Davis Jr, Steven	(904) 710-9952 VM
SSS Constructions Inc	Mahmood, Naeem	(904) 497-8905 N-will not be available
The Gibbs Group, Inc.	Gibbs, Sheldon	(904) 680-0545 VM (2)

Department of Finance and Administration

Procurement Division

CITY OF JACKSONVILLE

VIA Concepts, LLC	Chan, Tat	(904) 249-9900 X9900 Y-Interested
Zephyr Construction Management, LLC	Garcia, David	(904) 571-5228 Y-Interested
Exum Electric, Inc.	Exum, Mary	(904) 646-9917 Y-Interested
Mazen El Ghalli	ElGhali, Mazen	(904) 402-1377 Y-Interested
CGC, Inc.	Burkard, Tammy	(904) 783-4119 Y-Will review
Madera Electric Company	Madera Jr., Julio	(904) 838-3007 Y-Interested

Compliance Officer: **Gretchen Williams** Date: **December 23, 2020**

Hulitt, Nekole

From: Hahn, David
Sent: Thursday, April 1, 2021 11:29 AM
To: Hulitt, Nekole
Subject: FW: REVIEWED & REVISED INS. REQ. for Active and Passive Parks Design-Build Projects CDB-0000-21
Attachments: RM REVISED INS. REQ. FOR THE BID -Active and Passive Parks Design-Build Projects CDB-0000-21 .doc; RM REVISED INS. REQ. FOR THE BID -Active and Passive Parks Design-Build Projects CDB-0000-21 .pdf; REDLINED INS. REQ. PAGES 62-66 FOR Active and Passive Parks Design-Build Projects CDB-0000-21 .pdf

Response from Risk Management. These changes have been incorporated into the Subject RFQ.

David D. Hahn, P. E.
Engineer Manager
City of Jacksonville | Engineering Design Section
214 N. Hogan Street, 10th Floor
Jacksonville, Florida 32202
(904) 255-8793
www.coj.net

ONE CITY. ONE JACKSONVILLE.

Please note that under Florida's very broad public records law, communications to and from City of Jacksonville officials are subject to public disclosure.

From: Verdejo Magras, Wanda <WVerdejo@coj.net> **On Behalf Of** RiskReview
Sent: Tuesday, December 15, 2020 10:43 AM
To: Hahn, David <HAHN@coj.net>
Subject: REVIEWED & REVISED INS. REQ. FOR Active and Passive Parks Design-Build Projects CDB-0000-21

Greetings,

Thank you for allowing Risk Management an opportunity to review your request.

Risk Management reviewed and **redlined** the Indemnification & Insurance Requirements for Active and Passive Parks Design-Build Projects CDB-0000-21

Summary: *Risk Management has been implementing slowly for all bids, contracts and agreements to have a uniform format for the Indemnification, Insurance Requirements and Provisions; therefore, please note the redlined verbiage between pages 62 to 66. Some of the changes are subtle but necessary.*

This will conclude Risk Management review.

Any further questions please feel free to contact me.

Note: All emails need to be sent to Wverdejo@coj.net & RiskReview@coj.net

Cordially,

Wanda Verdejo
Property and Casualty Compliance Administrator
for Risk Management Division
City of Jacksonville
117 West Duval Street, Suite 335
Jacksonville, FL 32202-3381
Phone : 904-255-5314
Cell : 904-234-1578

Email : wverdejo@coj.net & riskreview@coj.net

This e-mail transmission and/or attachment(s) is confidential and the contents are intended only for the recipient(s) named. It may contain information that is privileged, confidential and exempt from disclosure under applicable law. Any review, discussion, dissemination, distribution, or copying of this transmission (including any attachments) is strictly prohibited. If you have received this communication in error, please notify us immediately by return e-mail and delete the original message and any copies of it from your computer system. Improper disclosure of the information in this communication can result in fines and penalties under Federal, State and Local Law.

From: Hahn, David
Sent: Monday, November 23, 2020 5:58 AM
To: Verdejo Magras, Wanda
Subject: FW: CDB-0000-21 Park Design-Build RFQ - DRAFT

Sorry, I inadvertently attached the wrong Request for Risk Review.

City of Jacksonville, Florida

Lenny Curry, Mayor

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

ONE CITY. ONE JACKSONVILLE.

TO: **Competitive Sealed Proposals Evaluation Committee (CSPEC)**

ATTN: **Gregory W. Pease**
Chief of Procurement

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

05/05/21 11:45:57
Procurement Division

FROM: **Jill Enz, Chief**
Natural and Marine Resources

Nikita Reed, P. E., Project Manager
Engineering and Construction Management

DATE: **May 4, 2021**

RE: **Certification letter for Small Active and Passive Parks Design-Build Projects**

Public Works is requesting the use of the Competitive Sealed Proposal Evaluation Committee (CSPEC) process for the procurement of Design Build Services for Small Active and Passive Parks Design-Build Projects. The following Information is furnished in accordance with chapter 126.204 of the City Ordinance Code.

1. Owner's ability to obtain proposals from the selected design-build team utilizing and modifying as necessary the Preliminary plans developed by the City before negotiating the final project cost.
2. Owner's ability to resolve construction conflicts and changes in an expeditious manner.
3. Owner's ability to obtain proposals from the selected design-build team for cost saving measures before negotiating the final project cost.
4. Time and costs savings based on Design-Build Contractor's experience gained on previous large drainage projects.

The Design-Build method will be advantageous over the traditional Design-Bid delivery method, considering the success of current and previously constructed Design-Build drainage improvement

projects, where the Department of Public Works reviewed professional qualifications of both members of the design-build team (Engineer & Contractor).

The sub-committee responsible for evaluating the submitted bids will be comprised of the following representatives of Public Works: Jill Enz and Nikita Reed.

Your assistance in concurring with this request would be appreciated. If you have any questions or concerns regarding this matter, please contact Bill Joyce at 904-255-8763.

WJJ/ddh

Steve Schlessinger, PW Contracts and Finance Manager
Nekole Hulitt, Purchasing Analyst
Bob Scott, P. E., Project Manager