

PUBLIC NOTICE
AGENDA
PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING
 Thursday June 07, 2018, 10:00 a.m.
 Eighth Floor, Conference Room 851
 Jacksonville, FL 32202

Committee Members: Gregory Pease, Chairman
 Patrick Greive, Member, Treasury
 Jeff Close, Member, OGC

Subcommittee Members	ITEM #	TITLE & ACTION	MOTION	CONTR EXP	OUTCOME
Laura Stagner-Crites Carla Ray	P-19-14	Contract Amendment No. 4 Bond Underwriter Jacksonville Housing Finance Authority (JHFA)	That the agreement between the Jacksonville Housing Finance Authority (JHFA) and RBC Capital Markets as Bond Underwriter be amended to extend the period of services from July 1, 2018 through September 30, 2018 to align with JHFA fiscal year. All other terms and conditions shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance the city's ordinances, Procurement policies and procedures and applicable federal and state laws.	06/30/18	
Laura Stagner-Crites Carla Ray	P-20-14	Contract Amendment No. 4 Bond Trustee Jacksonville Housing Finance Authority (JHFA)	That the agreement between the Jacksonville Housing Finance Authority (JHFA) and BNY Mellon Trust Company, N.A., to provide Bond Team Trustee Services be amended to extend the period of services from July 1, 2018 through September 30, 2018 to align with JHFA fiscal year. All other terms and conditions 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.	06/30/18	
Laura Stagner-Crites Carla Ray	P-22-14	Contract Amendment No. 4 Financial Advisor Jacksonville Housing Finance Authority (JHFA)	That the agreement between the Jacksonville Housing Finance Authority (JHFA) and The Hendrickson Company and Community Concepts Group as Financial Advisor be amended to: (i) extend the period of services from July 1, 2018 through September 30, 2018 to align with JHFA fiscal year; and (ii) increase the maximum indebtedness by \$30,000.00, to a new not-to-exceed total maximum of \$510,000.00. All other terms and conditions 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.	06/30/18	

MEETING ADJOURNED:

CC: Council Auditor
 Subcommittee Members

JACKSONVILLE HOUSING FINANCE AUTHORITY



MEMORANDUM

DATE: May 30, 2018

TO: Gregory Pease, Chairman
Professional Services Evaluation Committee

FROM: Laura Stagner-Crites, Director - Finance
Jacksonville Housing Finance Authority

SUBJECT: P-19-14 (Bond Underwriter)
Request for Amendment #4 (Extension Request)

05/31/18 14:58:36
Procurement Division

A handwritten signature in blue ink, appearing to be "L. Stagner-Crites", is written over the "FROM:" line of the memorandum.

The Jacksonville Housing Finance Authority respectfully requests that the above referenced award, currently scheduled to expire on June 30, 2018, be extended for 90 days to September 30, 2018 in order to align with the Jacksonville Housing Finance Authority's fiscal year. All other terms of the award will remain the same.

Please do not hesitate to contact me if you need additional information or if you have any questions or concerns. Thank you.

JACKSONVILLE HOUSING FINANCE AUTHORITY



MEMORANDUM

DATE: May 30, 2018

05/31/18 14:58:32
Procurement Division

TO: Gregory Pease, Chairman
Professional Services Evaluation Committee

FROM: Laura Stagner-Crites, Director - Finance
Jacksonville Housing Finance Authority

A handwritten signature in blue ink, appearing to be "L. Stagner-Crites", with a horizontal line extending to the left.

SUBJECT: P-20-14 (Bond Trustee)
Request for Amendment #4 (Extension Request)

The Jacksonville Housing Finance Authority respectfully requests that the above referenced award, currently scheduled to expire on June 30, 2018, be extended for 90 days to September 30, 2018 in order to align with the Jacksonville Housing Finance Authority's fiscal year. All other terms of the award will remain the same.

Please do not hesitate to contact me if you need additional information or if you have any questions or concerns. Thank you.

g:\jacksonville housing finance authority\jhfa procurement\2014 procurement\p-20-14 jhfa trustee\p-20-14 bond trustee amendment 4.docx

JACKSONVILLE HOUSING FINANCE AUTHORITY



05/31/18 14:58:26
Procurement Division

MEMORANDUM

DATE: May 30, 2018

TO: Gregory Pease, Chairman
Professional Services Evaluation Committee

FROM: Laura Stagner-Crites, Director - Finance
Jacksonville Housing Finance Authority 

SUBJECT: P-22-14 (Financial Advisor)
Request for Amendment # (Extension Request)

The Jacksonville Housing Finance Authority respectfully requests that the above referenced award, currently scheduled to expire on June 30, 2018, be extended for 90 days to September 30, 2018, in order to align with the Jacksonville Housing Finance Authority's fiscal year. This extension would involve an additional amount not to exceed \$30,000, bringing the new maximum total indebtedness to \$510,000. All other terms of the award will remain the same.

Please do not hesitate to contact me if you need additional information or if you have any questions or concerns. Thank you.

g:\jacksonville housing finance authority\jhfa procurement\2014 procurement\p-22-14 jhfa financial advisor\p-22-14 financial advisor amendment 4.docx