

**PUBLIC NOTICE
AGENDA
PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING
Thursday, January 25, 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
Robert Parr Mary DiPerna	P-04-18	Subcommittee Report ACA Administrative Services Employee Services Department	It is the consensus of the committee that of the five (5) proposals responding to the Request for Proposals (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 qualifications of these companies to perform the required services and alphabetically they are: 3) BenefitScope 2) Medcom 1) Worxtime We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>Worxtime</u> , the number one ranked firm.		
Tracy Hooten Gail Loput	P-05-18	Subcommittee Report Health Screening Physicals for Jacksonville Fire & Rescue Department (JFRD) Jacksonville Fire & Rescue Department	It is the consensus of the committee that of the two (2) proposals responding to the Request for Proposals (RFP) both were found to be responsive, interested, qualified, and available to provide the required services. The ranking of first and second designates the order of qualifications of these companies to perform the required services and alphabetically they are: 2) Injury Prevention Specialist 1) LifeScan Wellness Center We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>LifeScan Wellness Center</u> the number one ranked firm.		

MEETING ADJOURNED:

CC: Council Auditor
Subcommittee Members



ONE CITY. ONE JACKSONVILLE.

City of Jacksonville, Florida

Lenny Curry, Mayor

Employee Services Department
City Hall, 117 West Duval St., Suite 150
Jacksonville, Florida 32202

MEMORANDUM

To: Greg Pease, Chairperson
Professional Services Evaluation Committee

From: Bob Parr, Chief, Compensation and Benefits
Mary DiPerna, Manager, Compensation and Benefits

Re: P – 04-18 – ACA Administrative Services

Date: January 18, 2018

The subcommittee received five (5) proposals for the ACA Administrative Services RFP. All were found to be responsive, interested, qualified, and available to provide services required by the Request for Proposal. The proposals were evaluated using the criteria outlined in the Purchasing Code as augmented by the RFP and the proposals.

Based on the above, the following firms listed alphabetically and ranked, were determined to be the most qualified:

- (3) BenefitScape
- (2) Medcom
- (1) Worxtime

The subcommittee requests to meet with the Professional Services Evaluation Committee at your earliest convenience for the purpose of submitting our recommendation to the Mayor for final selection. Upon his signature, we request permission to immediately conduct fee and contract negotiations.

Attachments: Evaluation Matrix

Evaluation Matrix P-04-18 ACA Compliance Combined Scores											
	Competence	Current Workload	Financial Responsibility	Ability to Observe compliance with plan	Past & Present Record of Professional Accomplishments	Proximity to Project	Past & Present Demonstrated Commitment to Small & Minority Businesses	Ability to Design an Approach to meet the Project Requirements	Quotation of rates, fees, charges	Volume of current and prior work performed for using agencies shall be a minus factor	Total:
Proposer:											
BenefitScape	10	8.5	8.5	10	9	3	9.5	15	11	4.5	89
E&Y	10	10	10	10	10	4	9	15	3.5	1.5	83
MedCom	10	8.5	8.5	8	9.5	5	9	13.5	15	4.5	91.5
PSST	10	7	8.5	10	10	3	9	12.5	10	4.5	84.5
Worxtime	10	10	9	10	9.5	3	9	15	15	3	93.5

FIRE AND RESCUE DEPARTMENT



MEMORANDUM

January 19, 2018

TO: Greg Pease, Chairman
Professional Services Evaluation Committee (PSEC)

FROM: Gail Loput, Chief of Training *G. Loput*
Tracy Hooten, Captain- Health & Safety Office *TH*

RE: P-05-18 Health Screening Physicals for Jacksonville Fire &
Rescue Department Personnel/Ancillary Personnel
Subcommittee Report

The subcommittee received two (2) proposals for the Health Screening Physicals for Jacksonville Fire & Rescue Department Personnel/Ancillary Personnel and found both to be responsive, interested, qualified and available to provide the services required by the Request for Proposal (RFP). The proposals were evaluated using the selection criteria outlined in the Purchasing Code and augmented by the RFP (see attached matrix and proposed rate forms from the proposers.)

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

- 2) Injury Prevention Specialist
- 1) LifeScan Wellness Center

Please advise us when this item is placed on your agenda so we may be present. After a full committee review we request these rankings be forwarded to the Mayor's office for final review and confirmation.

Attachment(s) Scoring Matrix
Cost Sheets (for each company proposing)



