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: **August 5, 2019**

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 (RFP) for Moncrief Community Center for Public Works Department. 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 Proposal ("RFP"). 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 RFP **has been** reviewed and approved by Risk Management regarding insurance and indemnification requirements.

The RFP **has been** reviewed and approved by EBO regarding JSEB participation goals and EBO recommends: Encouragement 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	

ONE CITY. ONE JACKSONVILLE.

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

August 5, 2019

MEMORANDUM

TO: **Competitive Sealed Proposals Evaluation Committee [CSPEC]**

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

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

FROM: **William J. Joyce, P.E.**
Director of Operations

Robin Smith
Chief of Engineering Construction Management

SUBJECT: **Certification letter for Procurement of RFQ for the Moncrief Community Center**

Public Works is requesting the use of the Competitive Sealed Proposal Evaluation Committee (CSPEC) process for the procurement of the Request for Proposals for Design Build Services for the Moncrief Community Center. 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 30% plans developed by TTV 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. Bid Price Proposal Form with GMP and GCD. Also, the GMP Breakdown (Exhibit 18) must be submitted with the Bid Price Proposal Form.

The Design-Build method will be advantageous over the traditional Design-Bid delivery method, considering the need to expedite the construction of the Moncrief Community Center.

The sub-committee responsible for evaluating the submitted bids will be comprised of the following representatives of Public Works: William Joyce and Robin Smith.

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/

Ann Brackin, Public Works Contracts and Finance Manager
Marilyn Laidler, Procurement Analyst
Maria Williams, Project Manager

APPROVED
By Ann Willis at 10:22 am, May 14, 2019

SUBMIT AN *ORIGINAL* AND THREE (3) COPIES

Competitive Sealed Proposal Evaluation Committee

ONE CITY. ONE JACKSONVILLE.

Request for Proposals

FOR

Design – Build Services
MONCRIEF COMMUNITY CENTER
5656 Moncrief Road W.

ENGINEERING & CONSTRUCTION MANAGEMENT DIVISION
DEPARTMENT OF PUBLIC WORKS

BID NO: CDB-xxxx-19

OPEN DATE: 06/12/2019

TIME: 2:00 P.M.

PLACE: 1ST FLOOR, ED BALL BUILDING. 214 N. HOGAN ST, STE #110
JACKSONVILLE, FL

NON-MANDATORY PRE-BID CONFERENCE:, 2019 at 11:00 am

10th Floor Ed Ball Building, Conference Room # 4
214 North Hogan Street
Jacksonville, FL 32202

CITY OF JACKSONVILLE
Procurement Division
Ed Ball Building
214 North Hogan Street, Suite 800 (8th Floor)
Jacksonville, Florida 32202
Phone: (904) 255-8800
Fax: (904) 255-8837

Lenny Curry
Mayor

Gregory Pease, Chief
Procurement Division

Department of Finance and Administration
Procurement Division

CITY OF JACKSONVILLE

May 1, 2019

To: Greg Pease, Division Chief
Procurement Division

From: Teresa O. Bocchieri
Jacksonville Small and Emerging Businesses (JSEB) Compliance Office

RE: **Design Build Svcs Moncrief Community Center – CDBG Funding**

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
- ☐ Set-Aside %

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

If you need additional information I may be reached at (904) 255-8833.

cc: Marilyn Laidler
Rose Nettles