City of Jacksonville, Florida

Lenny Curry, Mayor

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

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MEMORANDUM

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

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

DATE: **January 21, 2022**

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 the Jacksonville Fairgrounds Relocation Project for the 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 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: 30% Participation

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	

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

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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, P. E., Division Chief
Engineering and Construction Management

DATE: **January 21, 2022**

RE: **Certification letter for the Jacksonville Fairgrounds Relocation Design-Build Project**

Public Works is requesting the use of the Competitive Sealed Proposal Evaluation Committee (CSPEC) process for the procurement of Design – Build Services for the Jacksonville Fairgrounds Relocation Project. 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: Bill Joyce, P. E., and Robin Smith, P. E.

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

Annette L. Burney, Purchasing Analyst
Lori West, Contract Specialist, Engineering and Construction Management Division
Jill Enz, Chief, Natural and Marine Resources
Steve Schlessinger, PW Contracts and Finance Manager

Rec'd
1/10/22

Department of Finance and Administration

Procurement Division

CITY OF JACKSONVILLE

December 21, 2021

To: Greg Pease, Division Chief
Procurement Division

From: Dinah Coleman Mason EBO/JSEB Administrator DCM
Elexia Moss, EBO/JSEB Compliance Officer
Jacksonville Small and Emerging Businesses

RE: Design - Build Jax Fairgrounds Relocation Project

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 (30%)
- ☐ Set-A-Side

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: Anette Leslie-Burney
Dinah Coleman Mason

Leslie-Burney, Annette

From:	Verdejo Magras, Wanda on behalf of RiskReview
Sent:	Tuesday, December 14, 2021 9:22 AM
To:	Hahn, David; Leslie-Burney, Annette
Cc:	Joyce, William; Smith, Robin; Freeman, Dustin; West, Lori
Subject:	CONCLUDED REVIEW FOR CDB-XXXX-22 Design-Build Services for Jax Fairgrounds Relocation
Attachments:	RM APPROVED INDEM & INS. REQ FOR CDB-XXXX-22 Design-Build Services for Jax Fairgrounds Relocation - DRAFT.doc

Greetings,

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

No changes are required to the Indemnification & Insurance Requirements and this will conclude Risk Management's review of CDB-0000-22 Design–Build Serv. for Jax Fairgrounds Relocation Project unless further notified.

Summary: Risk approved the Indemnification & Insurance Requirements as submitted.

NOTE: Please label all emails correspondence: Subject: CDB-0000-22 Design–Build Serv. for Jax Fairgrounds Relocation Project (Public Wk 2022)

Risk Management concludes the review.

Any further questions, please feel free to contact me.

NOTE: All emails sent to Wverdejo@coj.net **&** RiskReview@coj.net

Any further questions, please feel free to contact me.

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
New Cell : 904-489-5495

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From: Hahn, David <HAHN@coj.net>
Sent: Wednesday, December 08, 2021 11:29 AM
To: Leslie-Burney, Annette <ABurney@coj.net>; RiskReview <RiskReview@coj.net>
Cc: Joyce, William <JOYCE@coj.net>; Smith, Robin <RobinSmith@coj.net>; Freeman, Dustin <DustinF@coj.net>; West, Lori <LWEST@coj.net>
Subject: CDB-XXXX-22 Design-Build Services for Jax Fairgrounds Relocation

Procurement & Risk Management:
Attached for review and comment by both Procurement and Risk Management is the Draft RFQ for the subject project.

Please call me if you have any questions.

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

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