

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING

Minutes For Thursday, April 6, 2023, 10:00 a.m.

Eighth Floor, Conference Room 851

Ed Ball Building, 214 N. Hogan Street

Jacksonville, FL 32202

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The Chief of the Procurement Division offers the following items for the PSEC Agenda. The posting of this agenda serves as official notice of the City's intended decision for all recommended actions above the formal threshold of \$65,000.00. Please refer to 126.106(e), if you wish to protest any of these items.

Committee Members: ✓ Robert Waremburg, Chairman  
 ✓ Brennan Merrell, Treasury  
 ✓ James McCain, Jr., OGC

Subcommittee Members	ITEM #	BID/RFP #	TITLE & ACTION	MOTION	CONTRACT EXP	OUTCOME
Barbara Holton ✓ Robert Quinn ✓	1	P-12-23	Introduce & Review Scope Workers Compensation Managed Care Services Finance and Administration/Risk Management Division	That the committee approve the scope of service/Request for proposal (RFP) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and the Office of General Counsel to clarify the intent of the using agency and to ensure compliance with That the committee approve the scope of service/Request for proposal (RFP) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and the Office of General Counsel to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable state and federal laws.		Approved 5-0
Brian Burkett ✓ Guy Parola ✓	2	P-40-20	Fee & Contract Negotiations Professional Engineering Services for Liberty Street Marina Project Department of Public Works/Engineering & Construction Management Division	That the City of Jacksonville enter into a contract with HDR Engineering, Inc., for Professional Engineering Services for Liberty Street Marina Project, that incorporate the attached Scope of Services identified as Exhibit 'A' and Fee Schedule identified as Exhibit 'B'; provide a lump-sum amount for Design Services in the amount of \$941,375.03, with a maximum indebtedness to the City in the amount of \$941,375.03; the period of service is from execution of the contract to project completion. all other terms and conditions are as provided in the RFP and the City's standard contract language.		Approved 5-0
Nikita Reed ✓ Michael Derbaum	3	P-50-22	Subcommittee Report Professional Design Services for Forest Trail Road Drainage Improvements Department of Public Works/Engineering & Construction Management Division	It is the consensus of the committee that of the four (4) proposals received in response to the Request for Proposal, 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 qualification of these firms to perform the services and alphabetically they are: 2) Adkinson Engineering, P.A. 1) Construction & Engineering Services Consultants, Inc. 3) Wright-Pierce, Inc. We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <b>Construction &amp; Engineering Services Consultants, Inc.</b> , the number one (1) ranked firm.		Approved 4-0

Robin Smith ✓ Johnathan Page ✓	4	P-37-22	Subcommittee Report Construction Engineering and Inspection Services for 5 Riverfront and 3 Park Improvement Projects Department of Public Works/Engineering & Construction Management Division	It is the consensus of the committee that of the six (6) proposals received in response to the Request for Proposal, 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 qualification of these firms to perform the services and alphabetically they are: 3) AE Engineering, Inc. 2) Construction & Engineering Services Consultants, Inc. 1) VIA Consulting Services, Inc. We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>VIA Consulting Services, Inc.</u> , the number one (1) ranked firm.		Approved 5-0
Robin Smith Tom McKnight David Hahn ✓	5	P-47-22	Approval to proceed with Evaluation of Two (2) Proposals Received Construction Engineering & Inspection Services for Four Fire Station Projects Department of Public Works/Engineering & Construction Management Division	That the committee approves proceeding with evaluation of the two (2) proposals received in accordance with Section 126.302 (f) of the Procurement Code.		Approved 4-0
Robin Smith Tom McKnight David Hahn ✓	6	P-04-23	Introduce and Review Scope Construction Engineering and Inspection Services for Four Downtown Roadway Projects Department of Public Works/Engineering & Construction Management Division	That the committee approve the scope of service/Request for proposal (RFP) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and the Office of General Counsel to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable state and federal laws.		Approved 4-0
Robin Smith Jill Enz David Hahn ✓	7	P-08-23	Introduce and Review Scope Professional Design Services for Sports Fields Department of Public Works/Engineering & Construction Management Division	That the committee approve the scope of service/Request for proposal (RFP) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and the Office of General Counsel to clarify the intent of the using agency and to ensure compliance with That the committee approve the scope of service/Request for proposal (RFP) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and the Office of General Counsel to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable state and federal laws.		Approved 4-0
Will Williams Tim Crutchfield Robin Smith ✓	8	P-17-19	Contract Amendment No. 5 Professional Architectural and Engineering Services for Programming, Site Selection and Design of New Medical Examiner's Office Department of Public Works/Engineering & Construction Management Division	That Contract 10754 , originally executed February 4, 2020 between the City of Jacksonville and Gresham Smith for Programming , Site Selection and Design of the New Medical Examiner's Office be amended to incorporate the attached Scope of Services identified as Exhibit 'K' and Fee Summary identified as Exhibit 'L'; increase the lump-sum amount for Design Services of \$2,260,469.15 by \$218,030.09 for Design Services to a new lump-sum amount of \$2,478,499.24, thereby, increasing the maximum indebtedness by \$218,030.09 to a new maximum amount of \$2,702,677.44. All other terms and conditions shall remain the same.	To project completion	Approved 4-0
Meeting Adjourned: 10:11 A.M.						

"The next PSEC meeting is scheduled to be held on Thursday, April 20, 2023."