

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING
 MINUTES FOR Thursday, APRIL 02, 2020, 10:00 a.m

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Meeting ID: 259 925 317

Committee Members: ✓ Gregory Pease, Chairman
 ✓ Paul Barrett, Treasury (in Randall Barnes absence)
 ✓ James McCain, Jr., OGC

Subcommittee Members	ITEM #	TITLE & ACTION	MOTION	CONTRA EXP	OUTCOME	APPROVING PSEC MEMB
Tim Crutchfield Dr. Boguslaw Pietak	P-26-20	Introduce & Review Scope Forensic Toxicology Services District IV Medical Examiners Office	That the committee approves the Scope of Services/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.		Withdrawn per PSEC	Greg Pease James McCain Paul Barrett
Guy Parola Lori Boyer	P-27-20	Introduce & Review Scope Professional Services for Downtown Parks Master Plan Downtown Investment Authority	That the committee approves the Scope of Services/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.		Withdrawn per PSEC	Greg Pease James McCain Paul Barrett
Mary DiPerna ✓ Carolina Tera-Oceguera	P-23-20	Introduce & Review Scope Voluntary Vision Insurance Plan Employee Services Department	That the committee approves the Scope of Services/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 as amended (Add Ethics information in Section 3)	Greg Pease James McCain Paul Barrett Mary DiPerna
Mary DiPerna ✓ Carolina Tera-Oceguera	P-04-18	Contract Amendment No. 2 ACA Administrative Services Employee Services	That Contract No. 10062-01 between the City of Jacksonville and Worxtime, LLC for the provision of ACA Administrative Services be amended to: (i) exercise the second of four (4) renewal options extending the period of service from May 1, 2020 through April 30, 2021 with two renewal options remaining; and (ii) increase the maximum indebtedness by \$80,000.00 for the services to a new not-to-exceed total maximum of \$240,000.00. All other terms and conditions, as previously amended, remain the same.	04/30/20	Approved 4-0	Greg Pease James McCain Paul Barrett Mary DiPerna
Mary DiPerna Carolina Tera-Oceguera	P-24-20	Introduce & Review Scope Flexible Spending Account/ COBRA Employee Services Department	That the committee approves the Scope of Services/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 as amended	Greg Pease James McCain Paul Barrett David Hahn
William Joyce David Hahn ✓	P-25-20	Introduce & Review Scope CEI Services for Mayport Dock Redevelopment Department of Public Works/Engineering &	That the committee approves the Scope of Services/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		Approved 5-0 as amended (Add Ethics information in	Greg Pease James McCain Paul Barrett Robin Smith

Robin Smith✓		Construction Management Division	City's ordinances, Procurement policies and procedures and applicable and state and federal laws.		Section 3)	David Hahn
William Joyce David Hahn✓ Robin Smith✓	P-11-20	Introduce & Review Scope Professional Engineering Services for Penman Road Complete Streets from Beach Boulevard to Atlantic Boulevard Department of Public Works/Engineering & Construction Management Division	That the committee approves the Scope of Services/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 as amended	Greg Pease James McCain Paul Barrett David Hahn Robin Smith
<u>MEETING ADJOURNED 10:23A.M.</u>						

cc: Council Auditor
Subcommittee Members