

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING

**MINUTES FOR Thursday, November 16, 2023, 10:00 a.m.**

Eighth Floor, Conference Room 851  
Ed Ball Building, 214 N. Hogan Street  
Jacksonville, FL 32202

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For Teams link, please visit [coj.net/department/finance/procurement](http://coj.net/department/finance/procurement)

The Chief of the Procurement Division offers the following items for the PSEC Agenda. The posting of this agenda serves as an official notice of the city's intended decision for all recommended actions above the formal threshold. 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
Thomas Register ✓ Devron Cody ✓	1	P-26-21	<b>Contract Amendment No. 1 Asbestos Abatement Consulting Services</b> Neighborhoods Department/Municipal Code Compliance Division	That Contract No.71472-22 between the City of Jacksonville and Apex, LLC, to provide Asbestos Abatement Consulting Services, be amended to ratify the contract from 11/03/23 to date of award and extend the period of service to 11/2/24 with two (2) one-year renewals remaining at terms mutually agreeable. All other terms and conditions shall remain unchanged.	11/03/23	Approved 5-0
Barbara Holton ✓ Robert Quinn ✓	2	P-51-23	<b>Introduce and Review Scope Risk Management Adjuster Services</b> Risk Management	That the committee approve the Scope of Services/Request for Proposal as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and Office of General Counsel appropriate to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and applicable federal and state laws.		Approved 5-0
Robin Smith ✓ Jill Enz	3	P-20-19	<b>Contract Amendment No. 2 Architectural and Engineering Services for Miscellaneous Park Improvements – Annual Contract West</b> Department of Public Works/Engineering & Construction Management Division	That Contract No. 8003-11, originally executed November 22, 2019 between the City and Hanson Professional Services, Inc., for Architectural and Engineering Services for Miscellaneous Park Improvements Annual Contract-West, be amended to increase the rates as requested in Exhibit 'C' and exercise the second renewal option extending the Period of Services from November 22, 2023, to November 21, 2025, with no renewal option remaining. All other terms and conditions of the agreement remaining unchanged.	11/21/23	Approved 4-0
Robin Smith ✓ Jill Enz	4	P-11-19	<b>Contract Amendment No. 2 Architectural and Engineering Services for Miscellaneous Park Improvements – Annual Contract – North</b> Department of Public Works/Engineering & Construction Management Division	That Contract No. 8107-10, originally executed January 14, 2020, between the City of Jacksonville and GAI Consultants, Inc., for Architectural and Engineering Services for Miscellaneous Park Improvements – Annual Contract - North, be amended to exercise the second and final renewal option extending the period of service from January 15, 2024 thru January 14, 2026, and increase the maximum indebtedness by \$2,000,000.00, to a new not-to-exceed maximum indebtedness of \$4,000,000.00 with all other terms and conditions remaining unchanged.	01/14/24	Approved 4-0

Robin Smith✓ Daryl Weinstein	5	P-32-22	<b>Fee and Contract Negotiations Construction Engineering and Inspection Services for Old Middleburg Road (Argyle Forest to 103<sup>rd</sup>)</b> Department of Public Works/Engineering & Construction Management Division	That the City of Jacksonville enter into a contract with AE Engineering, Inc., for Construction Engineering and Inspection Services for Old Middleburg Road (Argyle Forest to 103 <sup>rd</sup> ) that incorporates the attached Scope of Services identified as Exhibit 'A' and Rate Schedules identified as Exhibit 'B'; Each project performed under this agreement shall be authorized by an individual Purchase Order with a not-to-exceed cost applicable thereto. The maximum indebtedness of the City pursuant to this agreement is \$6,000,000.00; the Period of Services is from Execution of the Contract through Project Completion; all other terms and conditions are per the RFP and the City's standard Contract language.		Approved 4-0
Robin Smith✓ Nikita Reed	6	P-60-17	<b>Contract Amendment No. 4 Professional Design Services for Armsdale Road Sidewalk and Roadway Improvements</b> Department of Public Works/Engineering & Construction Management Division	That Contract No. 10479, originally executed October 4, 2018, between the City of Jacksonville and Peters and Yaffee, Inc., for Professional Design Services for Armsdale Road Sidewalk and Roadway Improvements be amended to incorporate the attached Scope of Services identified as Exhibit I and Fee Schedule identified as Exhibit 'J'; add a new not-to-exceed limit for Post Design Services in the amount of \$32,000.00; thereby increasing the maximum indebtedness by \$32,000.00 to a new not-to-exceed maximum of \$610,511.13. All other terms and conditions as previously amended shall remain the same.	<i>"To Project Completion"</i>	Approved 4-0
Robin Smith✓ Chris LeDew	7	P-11-20	<b>Contract Amendment No. 1 Professional Engineering Services for Penman Rd Complete Streets from Beach Blvd to Atlantic Blvd</b> Department of Public Works/Engineering & Construction Management Division	That Contract No. 71237-21, originally executed October 7, 2021, between the City of Jacksonville and Peters & Yaffe, Inc., for Professional Engineering Services for Penman Road Complete Streets from Beach Blvd to Atlantic Blvd., be amended to incorporate the attached Scope of Services identified as Exhibit 'A' and Fee Schedule identified as Exhibit 'B'; increase the lump-sum amount for Design Services by \$336,601.44 to a new lump-sum amount of \$697,836.35 and to add new not-to-exceed limits for: Survey/SUE in the amount of \$35,758.80 and Geotechnical in the amount of \$12,892.33, thereby increasing the maximum indebtedness by \$385,252.57 to a new not-to-exceed maximum indebtedness amount of \$1,019,845.00. All other terms and conditions shall remain the same.	<i>"To Project Completion"</i>	Approved 4-0
Meeting Adjourned: <u>10:08 A.M.</u>						

*"The next PSEC meeting is scheduled to be held on Thursday, November 30, 2023."*