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: **July 23, 2018**

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 Services for Cecil Commerce Center Mega-Site Entrance Road 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: 20% Participation 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

July 10, 2018

M E M O R A N D U M

TO: Gregory W. Pease
Chief of Procurement

THRU: John P. Pappas, P. E.
Director of Public Works

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

07/10/18 17:06:43
Procurement Division

SUBJECT: Request to Advertise – Design-Build RFQ for Cecil Commerce Center Mega-Site Entrance Road

This is to request approval to utilize the Competitive Sealed Proposal Evaluation Committee (CSPEC) process for the procurement of design/build services for Cecil Commerce Center Mega-Site Entrance Road. The objective of this request is to make available professional services as stated in the RFP.

The proposal will provide qualification information that will allow the Engineering and Construction Management Division of Public Works and the Office of Economic Development to properly bid Cecil Commerce Center Mega-Site Entrance Road. Coordination has been completed between Public Works and Office of Economic Development for proper utilization of these services.

The sub-committee responsible for evaluating the submitted proposals are:

Duane Kent, P.E. – 255-8931
Mike Thomas – 630-3650

WJJ/krc

Attachments - Bid Specifications

xc: Kelsey R. Cox, P. E.

APPROVED
By Ann Willis at 12:04 pm, Jun 28, 2018

SUBMIT AN *ORIGINAL* AND FIVE (5) COPIES

Competitive Sealed Proposal Evaluation Committee

ONE CITY. ONE JACKSONVILLE.

Request for Qualifications

FOR

Design – Build Services
CECIL COMMERCE CENTER MEGA-SITE ENTRANCE ROAD

ENGINEERING & CONSTRUCTION MANAGEMENT DIVISION
DEPARTMENT OF PUBLIC WORKS

BID NO: CDB-xx-18

OPEN DATE: June , 2018

TIME: 2:00 P.M.

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

NON-MANDATORY PRE-BID CONFERENCE: May xx, 2018 at 11:00 am

10th Floor Ed Ball Building, Conference Room 5
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
[Type here]

Gregory Pease, Chief
Procurement Division

Laidler, Marilyn

From:	Martinez, Maurice
Sent:	Monday, June 25, 2018 8:07 AM
To:	Laidler, Marilyn
Subject:	DB Cecil Commerce Center Mega-Site Entrance Road
Attachments:	DB Cecil Commerce Center Mega-Site Entrance Road.pdf

To: Gregory Pease, Chief
Procurement Division

From: Maurice Martinez, Business Compliance Officer
Jacksonville Small & Emerging Business Office

Re: **DB Cecil Commerce Center Mega-Site Entrance Road**

The Jacksonville Small & Emerging Business 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 **20%**

Set-A-Side

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

I can be reached at (904) 255-8167.