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City of Jacksonville, Florida

Lenny Curry, Mayor

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

MEMORANDUM

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

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

DATE: **June 6, 2022**

RE: **Request for Approval to Utilize Competitive Sealed Proposal Process**

Pursuant to Chapter 126, Part 2, § 126.204, approval is requested to utilize the Competitive Sealed Proposal process to formally procure a supplier for **Traffic Signal Unit Price Construction - Countywide**. 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: 30% 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	

City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Traffic Engineering Division
1007 Superior Street
Jacksonville, FL 32254
(904) 255-7533
www.coj.net

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April 19, 2022

TO: **Gregory Pease, Chairman**
Professional Services Evaluation Committee

FROM: **Christopher W. LeDew**
Chief of Traffic Engineering

SUBJECT: **Certification Letter for ECS-0102-22**
Traffic Signal Unit Price Construction Countywide

Please take appropriate action to issue a Request for Proposal (RFP) for the referenced professional services.

The following information is furnished in accordance with chapter 126.302 of the City Ordinance Code.

1. The general purpose of the service and why not to use traditional procurement method: The general purpose of this RFP is to have two traffic signal contractors handling unit price construction, as well as new construction, for traffic signals within Duval County. An Evaluated Bid is being requested due to a limited number of qualified contractors and the amount of work that is required of these contractors from all agencies (ie, JTA, FDOT, etc). This will assist in manageable workloads and more competitive bids.

2. The Objective of the service: make construction services available per the RFP to assist in day-to-day traffic signal operations maintenance as well as new construction as needed.

3. The estimated period needed for the service is one year with two (2) one (1) year renewal options.

4. The estimated cost of the service is $5,000,000 per year.

5. Whether the proposed service will not duplicate a prior or existing work: this is not a duplication of work.

6. List of current contracts or prior services which are related to the proposed study or service: these services are not being provided at this time.

7. A statement as to why the service cannot be done by department or agency staff: the Department of Public Works Traffic Engineering Division does not have the construction equipment to perform certain maintenance and construction activities. The Traffic Engineering

Division has a need for specialized traffic signal contractors to perform pole setting, pole removal, emergency services, CIP projects and other needs as requested.

8. The **names** and **telephone numbers** of **two** representatives from the using agency designated to serve on the evaluation committee as subcommittee members:

   Carlton Copeland
   Signal Supervisor, ITS Manager
   904-255-7552

   Christopher W. LeDew, P.E.
   Chief of Traffic Engineering
   904-255-7528

9. A project funding account number: 10403.153101.565050.001022.00000000.00000.0000000

10. The **names** and **addresses** of **specific contractors** the using agency wishes to be included in the solicitation process:

Miller Electric Company dmitchell@mecojax.com 6805 Southpoint Parkway Jacksonville, FL 32216	James D Hinson Electrical Contracting Inc. jmccoy@HINSONFL.COM 11609 Columbia Park Dr W Jacksonville, FL 32258
Traffic Control Devices, Inc. E.Schultze@tcd-usa.com PO Box 150418 Altamonte Springs, FL 32715	American Lighting & Signalization LLC stanton@asplundh.com 11639 Davis Creek Rd E Jacksonville, FL 32256

11. A signed statement to the effect the individuals responsible for developing the scope and Certification letter and the two individuals named herein to serve as Subcommittee Members, have read and understand the Procurement Manual and Procurement Committee Guidelines dated May, 2018.

Carlton Copeland, Signal Supervisor
ITS Manager, IMSA III

Christopher W. LeDew, PE, Chief

Department of Finance and Administration

Procurement Division

CITY OF JACKSONVILLE

April 21, 2022

To: Greg Pease, Division Chief
Procurement Division

From: Dinah Coleman Mason EBO/JSEB Administrator
Sandy Simpson, EBO/JSEB Compliance Officer
Jacksonville Small and Emerging Businesses

RE: **Traffic Signal Unit Price Construction Countywide**

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) 255-8167.

Cc: Bryan Matus
Dinah Mason

Received
4/26/22

214 N. Hogan Street, Suite 800 | Jacksonville, FL 32202 | Phone: 904.255.8840 | Fax: 904.255.8842 | www.jseb.coj.net

CITY OF JACKSONVILLE

Internal Document

Goal Setting Checklist

BID/RFP Name: **Traffic Signal Unit Price Construction Countywide**

The following has been reviewed:

☒ Number of JSEB's ready, willing, and able: ____

☒ Scope of work: The work covered by this specification consist of furnishing all labor, materials, and equipment and performing all operations necessary for the construction of traffic signal unit price construction countywide as specified in the contract documents. The work will consist of the construction of traffic control devices or the replacement of defective, obsolete or damaged traffic control devices. This is including not limited to the installation of concrete signal poles, installation of span wire, mast arm, traffic signal head assemblies control cabinets, vehicle detection loops, interconnect conduit and or fiber optic cable including termination, signal cable, electrical power service, and installation of overhead and shoulder mounted traffic control signal. The unit price description for each work effort will specify whether the work to be performed will be done with material or equipment that is supplied by the city of supplied or the contractor.

☐ Types of work (non-administrative) to be done. (attach examples to document)

☒ JSEB's contacted _____.

☐ Using Agency notified of goal/percentage:**30%**

☒ Engineers Project Estimate **$5 Mil**

List JSEB's below

Supplier Name	Contact Name	Phone	Interested/Qualified Y/N ?
Baker Consulting & Engineering, LLC	Baker, Tamara	(904) 5592657	Yes
Ezell Power Distribution Services Inc.	Ezell, Terrell	(904) 5354345	Yes
1st Choice Engineering, Construction, & Development LLC	Ciambella, Bart	(904) 323-1569	Yes
Spencer Construction & Engineering	Spencer, Americus	(904) 7166746	Yes
ONAS Corporation	Onasanya, Bandele	(904) 7450508	Yes
CGC, Inc.	Burkard, Tammy	(904) 7834119	LM
Birken Construction, Inc.	Birkelbach, David	(904) 518-6154	Yes

JSEB Compliance Officer: **Sandy Simpson** Date: **April 21, 2022**

Matus, Bryan

From:	Verdejo Magras, Wanda on behalf of RiskReview
Sent:	Friday, April 22, 2022 2:50 PM
To:	Matus, Bryan
Subject:	CONCLUDED REVIEW FOR ESC-0102-22 Traffic Signal Unit Price Construction Countywide
Attachments:	RISK UPDATED THE INDEM & INS. REQ FOR BID -ESC-0102-22 Traffic Signal Unit Price Construction Countywide.doc

Greetings,

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

Risk Management reviewed and **made minor changes to** the Indemnification & Insurance Requirements for ESC-0102-22 Traffic Signal Unit Price Construction Countywide

Summary: Risk Management has been implementing for all bids, contracts and agreements to have a uniform format on the Indemnification, Insurance Requirements and Provisions; therefore, the changes are subtle but necessary with in attachment G & H pages 49 to 52

Unless there is any further question, Risk Management concludes the review.

NOTE: Please label all emails correspondence: Subject: ESC-0102-22 Traffic Signal Unit Price Construction Countywide (Public Wk)

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: Matus, Bryan <BMatus@coj.net>
Sent: Friday, April 15, 2022 12:21 PM
To: RiskReview <RiskReview@coj.net>
Subject: Risk Review: ESC-0102-22 Traffic Signal Unit Price Construction Countywide

Hello,

Please see the attached solicitation (one version in word, and one in pdf with the attachments) along with the completed risk review form.

Please let me know if you have any questions. Thanks,

Bryan Matus
Purchasing Analyst
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Phone: 904.255.8815
Email: bmatus@coj.net

CITY OF JACKSONVILLE

****** Florida has a very broad public records law. As a result, any written communication created or received by City of Jacksonville officials and employees will be made available to the public and media, upon request, unless otherwise exempt. Under Florida law, email addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic mail to this office. Instead, contact our office by phone. ******