City of Jacksonville, Florida

Lenny Curry, Mayor

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

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MEMORANDUM

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

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

DATE: **June 21, 2021**

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 Service (RFQ) for Vertical/Architectural (Vertical) Design Build 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 Qualifications ("RFQ"). 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 RFQ **has been** reviewed and approved by Risk Management regarding insurance and indemnification requirements.
>
> The RFQ **has been** reviewed and approved by EBO regarding JSEB participation goals and EBO recommends: 20% Participation

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
Engineering & Construction Management Division
214 N. Hogan Street, 10th Floor
Jacksonville, FL 32202
(904) 255-8762
www.coj.net

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TO: **Competitive Sealed Proposals Evaluation Committee (CSPEC)**

ATTN: **Gregory W. Pease**
Chief of Procurement

THRU: **John P. Pappas, P. E.**
Director

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

Robin Smith, P. E., Division Chief
Engineering and Construction Management

DATE: **June 14, 2021**

RE: **Certification letter for Vertical/Architectural (Vertical) Design-Build Projects**

Public Works is requesting the use of the Competitive Sealed Proposal Evaluation Committee (CSPEC) process for the procurement of Design Build Services for Vertical/Architectural (Vertical) Design-Build Projects. The following Information is furnished in accordance with chapter 126.204 of the City Ordinance Code.

1. Owner's ability to obtain proposals from the selected design-build team utilizing and modifying as necessary the Preliminary plans developed by the City before negotiating the final project cost.
2. Owner's ability to resolve construction conflicts and changes in an expeditious manner.
3. Owner's ability to obtain proposals from the selected design-build team for cost saving measures before negotiating the final project cost.
4. Time and costs savings based on Design-Build Contractor's experience gained on previous large drainage projects.

The Design-Build method will be advantageous over the traditional Design-Bid delivery method, considering the success of current and previously constructed Design-Build drainage improvement

projects, where the Department of Public Works reviewed professional qualifications of both members of the design-build team (Engineer & Contractor).

The sub-committee responsible for evaluating the submitted bids will be comprised of the following representatives of Public Works: William Joyce and Robin Smith.

Your assistance in concurring with this request would be appreciated. If you have any questions or concerns regarding this matter, please contact Bill Joyce at 904-255-8763.

WJJ/

Steve Schlessinger, PW Contracts and Finance Manager
Nekole Hulitt, Purchasing Analyst
Nikita Reed, P. E., Project Manager
Lori West, Contract Specialist

Hulitt, Nekole

From:	Verdejo Magras, Wanda on behalf of RiskReview
Sent:	Tuesday, May 4, 2021 1:48 PM
To:	Hahn, David
Cc:	Joyce, William; Smith, Robin; Schlessinger, Steve
Subject:	RE: CDB-0000-21 Vertical Design-Build RFQ - DRAFT.doc
Attachments:	RM REVIEW AND UPDATED THE INS. REQ. FOR CDB-0000-21 Vertical Design-Build RFQ).doc

Greetings,

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

Risk Management reviewed and **applied changes** to the Indemnification & Insurance Requirements for CDB-0000-21 Vertical Design-Build RFQ

Summary: **Attachment E** page 62 section 20.43 *Risk Management has been implementing slowly for all bids, contracts and agreements to have a uniform format for the Indemnification, Insurance Requirements and Provisions; therefore, please note the subtle but necessary changes.*

This will conclude Risk Management review.

Any further questions please feel free to contact me.

Email : wverdejo@coj.net & riskreview@coj.net

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: Hahn, David
Sent: Tuesday, May 04, 2021 11:51 AM
To: RiskReview; Verdejo Magras, Wanda
Cc: Joyce, William; Smith, Robin; Schlessinger, Steve
Subject: CDB-0000-21 Vertical Design-Build RFQ - DRAFT.doc

Attached for Risk Management review is the Draft RFQ for the subject contract and the Request for Risk Review.

David D. Hahn, P. E.
Engineer Manager
City of Jacksonville | Engineering Design Section
214 N. Hogan Street, 10th Floor
Jacksonville, Florida 32202
(904) 255-8793
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Please note that under Florida's very broad public records law, communications to and from City of Jacksonville officials are subject to public disclosure.

Department of Finance and Administration

Procurement Division

CITY OF JACKSONVILLE

May 13, 2021

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: **Design- Build Services for Vertical/Architectural (Vertical) Design Build Projects**

The Equal Business Opportunity Office has reviewed the scope of work, consulted the using agency, and contacted ready, willing, and available JSEBs.

Based upon our review, we recommend the following:

- ☐ Encouragement
- ☒ Participation 20%
- ☐ 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) 255-8833.

Cc: Nekole Hulitt
Dinah Coleman Mason

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